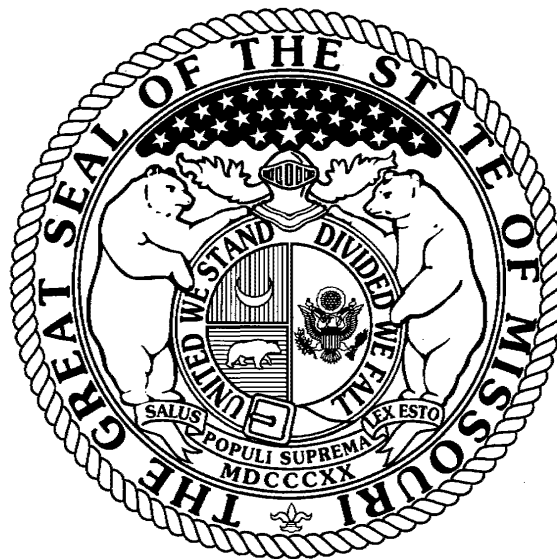


Fiscal Year 2013 Budget Request

Office of the Secretary of State



Robin Carnahan
Secretary of State

Includes Governor's Recommendations

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OFFICE OF THE SECRETARY OF STATE

With approximately 275 employees, the major divisions within the Secretary of State's office are: Administrative Rules, Business Services, Elections, Fiscal and Facilities, Information Technology, Records Services, Securities, and State Library.

The Administrative Rules Division publishes proposed rules and emergency rules in the Missouri Register. An agency may file an emergency rule if the agency finds an immediate danger to the public health, safety or welfare requiring emergency action or if the emergency rule is necessary to preserve a compelling governmental interest that requires an early effective date. The Division also publishes final rules monthly in the Code of State Regulations.

The Business Services Division has three sections: Commissions, Corporations and Uniform Commercial Code. The Secretary of State commissions notaries public, a process which is overseen by the commissions section. The Commissions section certifies notaries for foreign documents, elected officials, and the State Registrar of Vital Statistics. The unit authenticates official acts of the Governor and maintains bonds and oaths of office for state officials. The Secretary of State is responsible for the registration of all Missouri and out-of-state business entities doing business in Missouri. These entities include for profit and nonprofit corporations, and specialized business. The Secretary of State's office is the centralized office for the perfecting of personal property liens and other creditor interests under the Uniform Commercial Code (UCC). The Business Services Division also registers trademarks and service marks and keeps a registry of all marks. The division oversees the *Safe at Home* address confidentiality program that helps protect survivors of domestic violence, rape, sexual assault, or stalking through the use of a designated address.

The Elections Division oversees all statewide elections, for both candidates and issues, which are run at the local level by Missouri's 116 local election officials (county clerks or election boards). Missouri has more than four million registered voters, and in the 2010 November general election, 1.9 million voters went to the polls. Candidates for the six constitutional state offices, U.S. Congress, the General Assembly, and circuit judges not covered by the non-partisan court plan, file for election with the Secretary of State. The Secretary of State also certifies statewide ballot measures that are proposed by the General Assembly or through the initiative petition process. It is the responsibility of the office to canvass, certify and publish election results.

The Fiscal and Facilities Division provides fiscal, budget, procurement, facilities management support, and general office services to the Office of Secretary of State.

The Information Technology Service Division is responsible for developing, maintaining, and monitoring the information systems within the Office of the Secretary of State to ensure information is functional, accessible, and secured for use by the Office of the Secretary of State, other state departments, counties and the general public.

The Records Services Division has three sections: Missouri State Archives, Local Records, and Records Management. It is responsible for managing both current and historical records of the state to ensure those records are accessible to Missouri citizens. It is also responsible for assisting local governments in records preservation and management. The Records Services Division, in conjunction with the Missouri State Library, oversees the *Missouri Digital Heritage Initiative*, a statewide program to expand historical information accessible on the Internet.

The Securities Division is responsible for protecting Missouri investors from fraud and for ensuring that firms and individuals that sell securities comply with the securities laws in the state. The division enforces the Missouri Securities Act of 2003. The division is organized into three sections: investor education, enforcement, and registration. The Securities Division also oversees the Missouri Investor Protection Center, which creates and promotes investor education initiatives designed to educate and assist both current and future investors.

Responsibilities of the Missouri State Library are to provide library and reference services to Missouri state government; provide library services to the blind and physically disabled; and promote the development and improvement of library services for citizens throughout the state. The Library Development section supports libraries through consulting, administration of grant programs, continuing education and statewide programs to improve the quality of library service for all Missouri citizens. The Reference Services section delivers library services, including access to research databases, to meet the needs of state government. Wolfner Library for the Blind and Physically Handicapped serves as the public library for Missourians unable to use standard print because of a visual or physical disability.

Auditor's Reports, Oversight Evaluations, and Missouri Sunset Act Reports

Program or Division Name	Type of Report	Date Issued	Website
Office of the Secretary of State July 1, 2004 to January 10, 2005, and the Two Years Ended June 30, 2004	Audit	03/2005	http://www.auditor.mo.gov/press/2005-19.pdf
State of Missouri Single Audit July 1, 2004 to June 30, 2005	Audit	03/2006	http://www.auditor.mo.gov/press/2006-18.pdf
State of Missouri Single Audit July 1, 2005 to June 30, 2006	Federal Awards Audit	03/2007	http://www.auditor.mo.gov/press/2007-09.pdf
Office of the Secretary of State July 1, 2004 to June 30, 2007	Audit	10/2007	http://www.auditor.mo.gov/press/2007-60.htm
State HAVA Funds Audit Fiscal Year 2007 - Final Audit Report- Administration of Payments Received Under the Help America Vote Act by the Missouri Secretary of State May1, 2003 Through February 28, 2007	Performance Audit Report	10/2007	http://www.eac.gov/inspector_general/hava_funds_audits.aspx
Office of the Secretary of State July 1, 2008 to June 30, 2010	Audit	12/2010	http://www.auditor.mo.gov/press/2010-164.htm

DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2011	FY 2011	FY 2012	FY 2012	FY 2013	FY 2013	FY 2013	FY 2013	FY 2013
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	FTE
SECRETARY OF STATE									
CORE									
PERSONAL SERVICES									
GENERAL REVENUE	7,260,780	199.21	7,251,098	209.76	7,251,098	209.76	7,251,098	209.76	209.76
NAT ENDOW HUM SV AMER TREAS GR	0	0.00	0	0.00	157,949	2.00	157,949	2.00	2.00
ELECTION ADMIN IMPROVEMENT	230,272	5.52	261,191	6.00	262,296	6.00	262,296	6.00	6.00
SEC OF STATE-FEDERAL FUNDS	508,353	15.53	629,065	16.80	629,065	16.80	629,065	16.80	16.80
SEC OF ST TECHNOLOGY TRUST	183,721	3.60	246,009	5.00	330,009	7.00	330,009	7.00	7.00
LOCAL RECORDS PRESERVATION	460,235	12.88	1,042,516	27.24	1,042,516	27.24	1,042,516	27.24	27.24
INVESTOR EDUC & PROTECTION	487,228	10.75	550,530	11.50	550,530	11.50	550,530	11.50	11.50
TOTAL - PS	9,130,589	247.49	9,980,409	276.30	10,223,463	280.30	10,223,463	280.30	280.30
EXPENSE & EQUIPMENT									
GENERAL REVENUE	1,864,870	0.00	1,803,408	0.00	1,803,408	0.00	1,803,408	0.00	0.00
SEC OF STATE-FEDERAL FUNDS	112,657	0.00	227,574	0.00	227,574	0.00	227,574	0.00	0.00
SEC OF ST TECHNOLOGY TRUST	2,868,379	0.00	3,161,180	0.00	3,161,180	0.00	3,161,180	0.00	0.00
LOCAL RECORDS PRESERVATION	38,801	0.00	519,969	0.00	519,969	0.00	519,969	0.00	0.00
INVESTOR EDUC & PROTECTION	550,522	0.00	645,364	0.00	645,364	0.00	645,364	0.00	0.00
SEC OF ST-WOLFNER LIBRARY	14,086	0.00	14,501	0.00	14,501	0.00	14,501	0.00	0.00
TOTAL - EE	5,449,315	0.00	6,371,996	0.00	6,371,996	0.00	6,371,996	0.00	0.00
PROGRAM-SPECIFIC									
GENERAL REVENUE	0	0.00	1	0.00	1	0.00	1	0.00	0.00
TOTAL - PD	0	0.00	1	0.00	1	0.00	1	0.00	0.00
TOTAL	14,579,904	247.49	16,352,406	276.30	16,595,460	280.30	16,595,460	280.30	280.30
GENERAL STRUCTURE ADJUSTMENT - 0000012									
PERSONAL SERVICES									
GENERAL REVENUE	0	0.00	0	0.00	0	0.00	65,488	0.00	0.00
NAT ENDOW HUM SV AMER TREAS GR	0	0.00	0	0.00	0	0.00	1,448	0.00	0.00
ELECTION ADMIN IMPROVEMENT	0	0.00	0	0.00	0	0.00	2,406	0.00	0.00
SEC OF STATE-FEDERAL FUNDS	0	0.00	0	0.00	0	0.00	5,767	0.00	0.00
SEC OF ST TECHNOLOGY TRUST	0	0.00	0	0.00	0	0.00	3,025	0.00	0.00
LOCAL RECORDS PRESERVATION	0	0.00	0	0.00	0	0.00	9,556	0.00	0.00

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DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2011	FY 2011	FY 2012	FY 2012	FY 2013	FY 2013	FY 2013	FY 2013	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
SECRETARY OF STATE									
GENERAL STRUCTURE ADJUSTMENT - 0000012									
PERSONAL SERVICES									
INVESTOR EDUC & PROTECTION	0	0.00	0	0.00	0	0.00	5,048	0.00	
TOTAL - PS	0	0.00	0	0.00	0	0.00	92,738	0.00	
TOTAL	0	0.00	0	0.00	0	0.00	92,738	0.00	
GRAND TOTAL	\$14,579,904	247.49	\$16,352,406	276.30	\$16,595,460	280.30	\$16,688,198	280.30	

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DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2011	FY 2011	FY 2012	FY 2012	FY 2013	FY 2013	FY 2013	FY 2013	FY 2013
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	FTE
DOCUMENT PRESERVATION GRANTS									
CORE									
PERSONAL SERVICES									
NAT ENDOW HUM SV AMER TREAS GR	0	0.00	241,949	4.00	0	0.00	0	0.00	0.00
TOTAL - PS	0	0.00	241,949	4.00	0	0.00	0	0.00	0.00
TOTAL	0	0.00	241,949	4.00	0	0.00	0	0.00	0.00
GRAND TOTAL	\$0	0.00	\$241,949	4.00	\$0	0.00	\$0	0.00	0.00

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CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23140C
Division	All Division - See Program Description		
Core -	Operating Core		

1. CORE FINANCIAL SUMMARY

	FY 2013 Budget Request					FY 2013 Governor's Recommendation			
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	7,251,098	1,049,310	1,923,055	10,223,463	PS	7,251,098	1,049,310	1,923,055	10,223,463
EE	1,803,408	227,574	4,341,014	6,371,996	EE	1,803,408	227,574	4,341,014	6,371,996
PSD	1	0	0	1	PSD	1	0	0	1
TRF	0	0	0	0	TRF	0	0	0	0
Total	9,054,507	1,276,884	6,264,069	16,595,460	Total	9,054,507	1,276,884	6,264,069	16,595,460
FTE	209.76	24.80	45.74	280.30	FTE	209.76	24.80	45.74	280.30

Est. Fringe	3,676,307	532,000	974,989	5,183,296
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Est. Fringe	3,676,307	532,000	974,989	5,183,296
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Technology Trust Fund (0266) - 28.160 RSMo
 Local Records (0577) - 59.319 RSMo
 Investor Education and Protection Fund (0829) - 409.006.601 RSMo
 Wolfner Library Trust Fund (0928) -181.150 RSMo

Other Funds:

2. CORE DESCRIPTION

This core represents all operating expenses of nine separate divisions. FTE are represented indicating funding source. The Program Descriptions give the purpose, necessity, and use of funding.

3. PROGRAM LISTING (list programs included in this core funding)

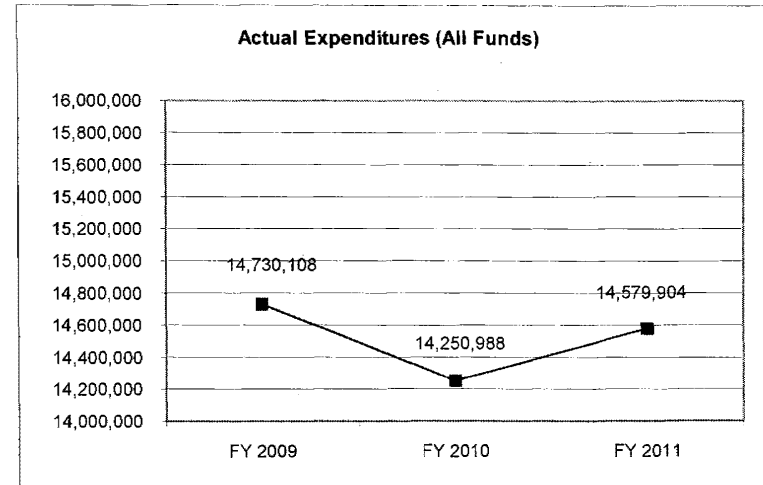
Administrative Services - Fiscal and Central Services
 Executive Services - Executive Staff, HR, and Communications (includes Publications)
 Elections
 Record Services - Archives, Records Management, Document Preservation, and Local Records
 Administrative Rules/Legal Services
 Securities
 Business Services
 Information Technology Services
 Library Services - Administration, Library Reference, Library Development, and Wolfner

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	<u>23140C</u>
Division	All Division - See Program Description		
Core -	Operating Core		

4. FINANCIAL HISTORY

	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Current Yr.
Appropriation (All Funds)	17,197,253	20,070,441	18,081,811	16,352,406
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	17,197,253	20,070,441	18,081,811	N/A
Actual Expenditures (All Funds)	14,730,108	14,250,988	14,579,904	N/A
Unexpended (All Funds)	2,467,145	5,819,453	3,501,907	N/A
Unexpended, by Fund:				
General Revenue	290,506	380,001	158,262	N/A
Federal	271,071	263,697	266,548	N/A
Other	1,905,568	5,175,755	3,077,097	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

NOTES:

FY09 to FY10 appropriation increase was for SOS Knowledge Base NDI. This one-time appropriation was reduced.

FY10 to FY11 appropriation decrease is due to one-time appropriation of \$1,500,000 for SOS Knowledge Based system. Also, there was a core reduction of \$488,630.

FY11 to FY12 appropriation decrease is due to a core reduction of \$229,405, and a NDI SOS KB reduction of \$1,500,000.

FY12 to FY13 appropriation increase is due to a personal service transfer \$1,105. Document Preservation grant of \$241,949 was previously reported separately but has been part of the operating core.

CORE RECONCILIATION DETAIL

SECRETARY OF STATE

SECRETARY OF STATE

5. CORE RECONCILIATION DETAIL

			Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES									
			PS	276.30	7,251,098	890,256	1,839,055	9,980,409	
			EE	0.00	1,803,408	227,574	4,341,014	6,371,996	
			PD	0.00	1	0	0	1	
			Total	276.30	9,054,507	1,117,830	6,180,069	16,352,406	
DEPARTMENT CORE ADJUSTMENTS									
Core Reallocation	947 2221		PS	2.00	0	0	84,000	84,000	Re-allocation of personal services
Core Reallocation	1091 4490		PS	0.00	0	1,105	0	1,105	Re-allocation of personal services
Core Reallocation	1105 8226		PS	2.00	0	157,949	0	157,949	Re-allocation of personal services
Core Reallocation	1106 4193		PS	0.00	0	0	0	(0)	Re-allocation of personal services
Core Reallocation	1108 4193		PS	0.00	0	0	0	0	Re-allocation of personal services
NET DEPARTMENT CHANGES				4.00	0	159,054	84,000	243,054	
DEPARTMENT CORE REQUEST									
			PS	280.30	7,251,098	1,049,310	1,923,055	10,223,463	
			EE	0.00	1,803,408	227,574	4,341,014	6,371,996	
			PD	0.00	1	0	0	1	
			Total	280.30	9,054,507	1,276,884	6,264,069	16,595,460	
GOVERNOR'S RECOMMENDED CORE									
			PS	280.30	7,251,098	1,049,310	1,923,055	10,223,463	
			EE	0.00	1,803,408	227,574	4,341,014	6,371,996	
			PD	0.00	1	0	0	1	
			Total	280.30	9,054,507	1,276,884	6,264,069	16,595,460	

CORE RECONCILIATION DETAIL

SECRETARY OF STATE DOCUMENT PRESERVATION GRANTS

5. CORE RECONCILIATION DETAIL

				Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES										
				PS	4.00	0	241,949	0	241,949	
				Total	4.00	0	241,949	0	241,949	
DEPARTMENT CORE ADJUSTMENTS										
Core Reallocation	945	2488	PS	(2.00)		0	(84,000)	0	(84,000)	Re-allocation of personal services
Core Reallocation	1104	2488	PS	(2.00)		0	(157,949)	0	(157,949)	Re-allocation of personal services
NET DEPARTMENT CHANGES					(4.00)	0	(241,949)	0	(241,949)	
DEPARTMENT CORE REQUEST										
				PS	0.00	0	0	0	0	
				Total	0.00	0	0	0	0	
GOVERNOR'S RECOMMENDED CORE										
				PS	0.00	0	0	0	0	
				Total	0.00	0	0	0	0	

FLEXIBILITY REQUEST FORM

BUDGET UNIT NUMBER: 23140C				DEPARTMENT: Secretary of State	
BUDGET UNIT NAME: Operating Core				DIVISION: All Divisions	
1. Provide the amount by fund of personal service flexibility and the amount by fund of expense and equipment flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed. If flexibility is being requested among divisions, provide the amount by fund of flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed.					
100%	Fund	0101	0073	Personal Service	\$ 7,316,586
100%	Fund	0101	0077	Expense and Equipment	1,803,408
100%	Fund	0101	0077	PSD	1
100%	Fund	0151	8226	Personal Service	159,397
100%	Fund	0157	4490	Personal Service	264,702
100%	Fund	0195	4193	Personal Service	634,832
100%	Fund	0195	4194	Expense and Equipment	227,574
100%	Fund	0266	2221	Personal Service	333,034
100%	Fund	0266	2222	Expense and Equipment	3,161,180
100%	Fund	0577	9491	Personal Service	1,052,072
100%	Fund	0577	9492	Expense and Equipment	519,969
100%	Fund	0928	4195	Expense and Equipment	14,501
100%	Fund	0829	5532	Personal Service	555,578
100%	Fund	0829	5533	Expense and Equipment	645,364
Total					\$16,688,198
DEPARTMENT REQUEST					
Section	PS or EE	Core	% Flex Requested	Flex Request Amount	
HB 12.035	PS	\$10,316,201	100%	\$10,316,201	
HB 12.035	PSD	\$1	100%	\$1	
HB 12.035	E & E	\$6,371,996	100%	\$6,371,996	
Total				\$16,688,198	

FLEXIBILITY REQUEST FORM

BUDGET UNIT NUMBER: 23140C	DEPARTMENT: Secretary of State
BUDGET UNIT NAME: Operating Core	DIVISION: All Divisions

2. Estimate how much flexibility will be used for the budget year. How much flexibility was used in the Prior Year Budget and the Current Year Budget? Please specify the amount.

PRIOR YEAR ACTUAL AMOUNT OF FLEXIBILITY USED	CURRENT YEAR ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED	BUDGET REQUEST ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED
\$0	\$0	\$200,000

3. Please explain how flexibility was used in the prior and/or current years.

PRIOR YEAR EXPLAIN ACTUAL USE	CURRENT YEAR EXPLAIN PLANNED USE
In FY2011, the flexibility option was not used.	Unknown at this time

DECISION ITEM DETAIL

Budget Unit	FY 2011	FY 2011	FY 2012	FY 2012	FY 2013	FY 2013	FY 2013	FY 2013
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
SECRETARY OF STATE								
CORE								
SECRETARY OF STATE	107,746	1.00	107,746	1.00	107,746	1.00	107,746	1.00
EXECUTIVE DEPUTY SEC OF STATE	92,304	1.00	92,306	1.00	92,304	1.00	92,304	1.00
INFORMATION TECHNOLOGY DIRECTO	86,205	1.12	77,250	1.00	77,256	1.00	77,256	1.00
DIR OF POLICY & GOV RELATIONS	60,696	1.00	60,700	1.00	60,696	1.00	60,696	1.00
PERSONNEL OFFICER	40,896	0.96	45,060	1.00	81,924	2.00	81,924	2.00
EXECUTIVE ASSISTANT	40,212	1.00	40,212	1.00	40,212	1.00	40,212	1.00
PUBLICATIONS DIRECTOR	0	0.00	1	1.00	1	1.00	1	1.00
DEPUTY SECRETARY OF ELECTIONS	0	0.00	77,250	1.00	77,256	1.00	77,256	1.00
ELECTIONS DIRECTOR	65,197	1.01	65,195	1.00	65,196	1.00	65,196	1.00
LOCAL RECORDS DIRECTOR	62,952	1.00	63,250	1.00	62,952	1.00	62,952	1.00
SECURITIES COMMISSIONER	91,044	1.00	91,044	1.00	91,044	1.00	91,044	1.00
DEPUTY SECRETARY OF STATE BUSI	84,072	1.00	84,073	1.00	84,072	1.00	84,072	1.00
DEP COUNSEL/DIR OF ADMIN RULES	77,256	1.00	59,040	1.00	59,040	1.00	59,040	1.00
COMMISSIONS OFFICER	46,248	1.00	46,251	1.00	46,248	1.00	46,248	1.00
DIRECTOR OF RECORDS MGT	53,292	1.00	56,280	1.00	56,277	1.00	56,277	1.00
ADMINISTRATIVE SECRETARY	26,640	1.00	58,080	2.00	58,087	2.00	58,087	2.00
EXECUTIVE SECRETARY	44,424	1.00	44,424	1.00	46,932	1.00	46,932	1.00
ACCOUNTANT II	68,172	2.00	70,152	2.00	34,644	1.00	34,644	1.00
EDITOR	73,224	2.00	73,224	2.00	77,400	2.00	77,400	2.00
STATE ARCHIVIST	77,256	1.00	79,809	1.00	78,960	1.00	78,960	1.00
ASSISTANT STATE ARCHIVIST	55,548	1.00	55,548	1.00	55,548	1.00	55,548	1.00
RECORDS ANALYST	63,972	2.00	64,553	2.00	63,972	2.00	63,972	2.00
OFFICE SUPPORT ASST (KEYBRD)	23,025	1.00	23,064	1.00	24,960	1.00	24,960	1.00
SR OFC SUPPORT ASST (KEYBRD)	26,640	1.00	26,633	1.00	26,640	1.00	26,640	1.00
ADMINISTRATIVE ARCHIVIST	44,221	1.00	50,594	1.00	50,594	1.00	50,594	1.00
PHOTO MACHINE OPERATOR	73,704	3.00	73,686	3.00	73,704	3.00	73,704	3.00
INVESTIGATOR III	9,311	0.21	50,076	1.00	0	0.00	0	0.00
COMPUTER INFO TECH II	80,270	2.00	119,868	4.00	161,844	4.00	161,844	4.00
COMPUTER INFO TECH III	87,564	2.00	87,571	2.00	43,344	1.00	43,344	1.00
ARCHIVIST	460,630	12.60	588,507	16.00	762,686	18.50	762,686	18.50
ELECTRONIC RECORDS ARCHIVIST	74,524	1.88	94,006	3.00	104,097	3.00	104,097	3.00
PART-TIME SUMMER	4,475	0.22	0	0.00	0	0.00	0	0.00

DECISION ITEM DETAIL

Budget Unit	FY 2011	FY 2011	FY 2012	FY 2012	FY 2013	FY 2013	FY 2013	FY 2013
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
SECRETARY OF STATE								
CORE								
PART-TIME OTHER	33,582	1.43	21,517	0.80	13,851	0.50	13,851	0.50
ADMINISTRATIVE AIDE I	50,760	2.01	50,793	2.00	50,807	2.00	50,807	2.00
GENERAL COUNSEL	91,044	1.00	91,044	1.00	91,044	1.00	91,044	1.00
DIRECTOR-FIELD OPERATIONS	125,624	2.96	127,398	3.00	131,880	3.00	131,880	3.00
GRANT OFFICER	40,968	1.00	78,909	2.00	40,968	1.00	40,968	1.00
FISCAL OFFICER	59,040	1.00	61,368	1.00	0	0.00	0	0.00
SECURITIES COMPLIANCE AUDTR	175,311	4.68	149,304	4.00	108,547	3.00	108,547	3.00
ASSISTANT COMMISSIONER	68,520	1.01	68,520	1.00	68,520	1.00	68,520	1.00
STATE LIBRARIAN	84,072	1.00	84,074	1.00	84,074	1.00	84,074	1.00
READER ADVISOR	169,956	6.00	169,944	6.00	240,236	7.30	240,236	7.30
SENIOR REFERENCE ARCHIVIST	37,267	0.92	40,212	1.00	40,212	1.00	40,212	1.00
CLERK I	239,353	10.84	289,196	12.60	233,524	10.60	233,524	10.60
DIR OF FISCAL & FACILITIES	77,256	1.00	77,256	1.00	77,256	1.00	77,256	1.00
RECEPTIONIST	31,572	1.00	31,572	1.00	0	0.00	0	0.00
OFFICE SUPPORT ASST (CLERICAL)	23,400	1.00	23,488	1.00	23,488	1.00	23,488	1.00
SR OFC SUPPORT ASST (CLERICAL)	112,884	4.00	113,447	4.00	113,447	4.00	113,447	4.00
COMPOSING EQUIPMENT OPER II	29,052	1.00	29,052	1.00	30,096	1.00	30,096	1.00
REG PART-TIME (CLERK I)	26,815	1.20	34,820	1.40	34,021	1.40	34,021	1.40
SENIOR CONSERVATOR	43,344	1.00	46,463	1.00	46,463	1.00	46,463	1.00
CONSERVATOR	74,653	2.00	74,647	2.00	74,652	2.00	74,652	2.00
INVESTIGATOR I	129,292	3.79	139,754	4.50	105,109	4.00	105,109	4.00
INVESTIGATOR II	82,816	2.33	121,344	3.00	148,542	4.00	148,542	4.00
LICENSING ASSISTANT	25,670	0.85	31,176	1.00	30,096	1.00	30,096	1.00
LIBRARIAN	243,094	6.72	253,358	7.00	253,358	7.00	253,358	7.00
COMPUTER INFO TECH SPEC I	160,352	3.13	205,700	4.00	322,965	5.00	322,965	5.00
DIRECTOR LIBRARY DEV	64,272	1.00	64,278	1.00	64,278	1.00	64,278	1.00
LIBRARY CONSULTANT	227,168	5.48	308,941	6.00	268,165	6.00	268,165	6.00
DIRECTOR REF SERVICES	51,156	1.00	51,152	1.00	51,156	1.00	51,156	1.00
ADMINISTATIVE AIDE II	54,264	2.00	54,261	2.00	27,132	1.00	27,132	1.00
ADMINISTRATIVE AIDE III	88,915	3.08	115,407	4.00	116,556	4.00	116,556	4.00
PUBLIC SERVICE MANAGER	0	0.00	20,103	1.00	1	0.50	1	0.50
DIRECTOR-WOLFNER LIBRARY	52,200	1.00	54,566	1.00	52,200	1.00	52,200	1.00

DECISION ITEM DETAIL

Budget Unit	FY 2011	FY 2011	FY 2012	FY 2012	FY 2013	FY 2013	FY 2013	FY 2013
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
SECRETARY OF STATE								
CORE								
COMPUTER INFO TECH I	130,399	3.81	136,824	4.00	145,536	4.00	145,536	4.00
SPECIALIST	193,705	5.64	207,924	7.00	171,013	6.00	171,013	6.00
SUPERVISOR I	27,564	1.00	28,225	1.00	28,225	1.00	28,225	1.00
SUPERVISOR II	89,477	2.90	91,944	3.00	91,944	3.00	91,944	3.00
SUPERVISOR III	105,948	3.00	105,946	3.00	105,948	3.00	105,948	3.00
TECH I	196,284	8.00	223,796	12.00	152,503	9.00	152,503	9.00
TECH II	727,748	27.60	810,905	31.00	759,479	30.00	759,479	30.00
TECH III	421,966	15.43	424,989	15.00	397,920	16.00	397,920	16.00
ACCOUNTANT I	0	0.00	0	0.00	29,040	1.00	29,040	1.00
ASSOCIATE EDITOR	29,647	0.99	30,096	1.00	31,176	1.00	31,176	1.00
COMPUTER INFO TECH TRAINEE	28,596	1.00	28,596	1.00	58,692	2.00	58,692	2.00
COMPUTER INFO TECH SPEC II	52,200	1.00	53,291	1.00	52,200	1.00	52,200	1.00
TECH IV	156,408	5.00	156,971	5.00	126,864	4.00	126,864	4.00
COMPUTER INFO TECH SPEC III	52,522	0.93	56,683	1.00	1	1.00	1	1.00
PROCUREMENT OFFICER	40,968	1.00	41,724	1.00	0	0.00	0	0.00
RESEARCH ANALYST I	59,676	2.00	59,676	2.00	166,370	5.50	166,370	5.50
SENIOR RECORDS ANALYST	40,968	1.00	40,967	1.00	40,968	1.00	40,968	1.00
DIR OF COMMS & PUB	60,696	1.00	60,700	1.00	60,696	1.00	60,696	1.00
PERSONNEL ANALYST	37,296	1.00	37,296	1.00	0	0.00	0	0.00
DEPUTY DIR OF COMMUNICATIONS	27,243	0.70	38,699	1.00	38,700	1.00	38,700	1.00
RECEPTIONIST II	0	0.00	0	0.00	32,256	1.00	32,256	1.00
GRAPHIC ARTS SPECIALIST II	29,580	1.00	29,580	1.00	29,580	1.00	29,580	1.00
DIRECTOR OF INVESTOR EDUCATION	42,504	1.00	42,513	1.00	42,504	1.00	42,504	1.00
CHIEF ENFORCEMENT COUNSEL	56,583	1.01	56,688	2.00	56,689	2.00	56,689	2.00
CHIEF REGISTRATION COUNSEL	49,287	1.01	49,104	1.00	56,688	1.00	56,688	1.00
DEPUTY CHIEF COUNSEL	45,061	1.01	46,248	1.00	47,755	1.00	47,755	1.00
SMALL BUSINESS ADVOCATE	0	0.00	16,307	0.30	16,307	0.80	16,307	0.80
DEP DIR POLICY & GOV RELATIONS	0	0.00	23,649	1.00	23,649	1.00	23,649	1.00
PRINC ASST FOR BOARDS & COMMS	38,700	1.00	38,701	1.00	38,700	1.00	38,700	1.00
SENIOR COUNSEL	77,256	1.00	77,256	1.00	77,256	1.00	77,256	1.00
SECURITIES SPECIALIST	34,032	1.00	34,032	1.00	34,032	1.00	34,032	1.00
CHIEF COUNSEL	56,295	1.01	56,295	1.00	56,296	1.00	56,296	1.00

DECISION ITEM DETAIL

Budget Unit	FY 2011	FY 2011	FY 2012	FY 2012	FY 2013	FY 2013	FY 2013	FY 2013
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
SECRETARY OF STATE								
CORE								
ELECTIONS COORDINATOR	36,613	1.01	36,612	1.00	36,612	1.00	36,612	1.00
CURATOR OF EXHIBITS/SPEC PRJCT	47,184	1.00	47,180	1.00	47,184	1.00	47,184	1.00
HISTORICAL EDUCATOR	35,952	1.00	35,952	1.00	35,952	1.00	35,952	1.00
SUPERVISING ARCHIVIST	39,469	1.00	39,465	1.00	39,468	1.00	39,468	1.00
ELECTIONS SPECIALIST	73,010	1.91	75,924	2.00	75,924	2.00	75,924	2.00
MCVR ELECTIONS SPECIALIST I	34,032	1.01	34,032	1.00	35,316	1.00	35,316	1.00
MCVR ELECTIONS SPECIALIST II	42,504	1.00	42,484	1.00	42,504	1.00	42,504	1.00
STATISTICAL RESEARCH ANALYST	35,952	1.00	48,973	1.00	48,973	1.00	48,973	1.00
COMPUTER INFO TECH MANAGER I	61,620	1.00	61,617	1.00	113,376	2.00	113,376	2.00
ACCOUNTING SPECIALIST II	54,731	1.35	59,270	1.50	101,876	2.50	101,876	2.50
HUMAN RESOURCES DIRECTOR	71,736	1.00	71,736	0.70	71,736	0.70	71,736	0.70
OUTREACH/EDUC COORD	32,008	0.99	32,256	1.00	32,256	1.00	32,256	1.00
PROGRAM MANAGER	47,388	1.00	47,388	1.00	47,388	1.00	47,388	1.00
IMAGING SERVICES MANAGER	39,468	1.00	39,951	1.00	39,468	1.00	39,468	1.00
DIGITAL COLLECTIONS COORD	35,575	0.92	43,754	1.00	43,754	1.00	43,754	1.00
DIGITAL PROJECTS SPECIALIST	38,700	1.00	38,700	1.00	38,700	1.00	38,700	1.00
DEP DIRECTOR OF POLICY & ADMIN	0	0.00	18,979	1.00	18,980	1.00	18,980	1.00
COMMUNICATIONS/PUBLS ASST	27,132	1.00	27,482	1.00	28,524	1.00	28,524	1.00
SPECIAL INVESTIGATOR	54,746	1.30	41,712	1.00	41,712	1.00	41,712	1.00
ACCOUNTING ANALYST II	78,264	2.00	79,020	2.00	38,700	1.00	38,700	1.00
ELECTIONS OPERATION ADMSTR	45,060	1.00	45,060	1.00	45,060	1.00	45,060	1.00
DEPUTY COUNSEL	42,565	0.93	46,000	1.00	46,001	1.00	46,001	1.00
PROGRAM SPECIALIST	28,140	1.00	28,176	1.00	28,140	1.00	28,140	1.00
PARALEGAL	31,176	1.00	31,176	1.00	31,176	1.00	31,176	1.00
DEPUTY DIRECTOR OF PUBLICATION	37,296	1.00	37,296	1.00	40,212	1.00	40,212	1.00
SPECIAL ASSISTANT	28,164	1.00	29,743	1.00	28,056	1.00	28,056	1.00
ASSOCIATE AUDIT COUNSEL	17,115	0.43	0	0.00	0	0.00	0	0.00
DEPUTY ENFORCEMENT COUNSEL	40,535	0.92	44,339	1.50	49,632	1.00	49,632	1.00
ELECTIONS ANALYST	31,716	1.00	31,914	1.00	31,716	1.00	31,716	1.00
SYSTEM PROJECT MANAGER	50,076	1.00	50,076	1.00	50,076	1.00	50,076	1.00
SYSTEMS ANALYST SPECIALIST	8,661	0.25	0	0.00	36,612	1.00	36,612	1.00
SENIOR AUDITOR	0	0.00	0	0.00	40,008	1.00	40,008	1.00

DECISION ITEM DETAIL

Budget Unit	FY 2011	FY 2011	FY 2012	FY 2012	FY 2013	FY 2013	FY 2013	FY 2013
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
SECRETARY OF STATE								
CORE								
INVESTIGATIONS MANAGER	0	0.00	0	0.00	44,820	1.00	44,820	1.00
CENTRAL SERVICES TECHNICIAN	0	0.00	0	0.00	30,624	1.00	30,624	1.00
CENTRAL SERVICES SUPERVISOR	0	0.00	0	0.00	35,316	1.00	35,316	1.00
ASST DIR FISCAL & FACILITIES	0	0.00	0	0.00	61,620	1.00	61,620	1.00
PROCUREMENT OFFICER III	0	0.00	0	0.00	43,344	1.00	43,344	1.00
FISCAL & CENTRAL SVCS ASST	0	0.00	0	0.00	25,380	1.00	25,380	1.00
TOTAL - PS	9,130,589	247.49	9,980,409	276.30	10,223,463	280.30	10,223,463	280.30
TRAVEL, IN-STATE	75,348	0.00	224,254	0.00	224,254	0.00	224,254	0.00
TRAVEL, OUT-OF-STATE	6,386	0.00	18,246	0.00	18,246	0.00	18,246	0.00
FUEL & UTILITIES	0	0.00	11,700	0.00	11,700	0.00	11,700	0.00
SUPPLIES	659,905	0.00	840,265	0.00	840,265	0.00	840,265	0.00
PROFESSIONAL DEVELOPMENT	111,298	0.00	129,791	0.00	129,791	0.00	129,791	0.00
COMMUNICATION SERV & SUPP	169,685	0.00	291,381	0.00	291,381	0.00	291,381	0.00
PROFESSIONAL SERVICES	2,105,812	0.00	2,476,849	0.00	2,476,849	0.00	2,476,849	0.00
HOUSEKEEPING & JANITORIAL SERV	4,480	0.00	7,175	0.00	7,175	0.00	7,175	0.00
M&R SERVICES	561,193	0.00	1,141,834	0.00	1,141,834	0.00	1,141,834	0.00
COMPUTER EQUIPMENT	1,579,470	0.00	928,311	0.00	928,311	0.00	928,311	0.00
MOTORIZED EQUIPMENT	24,774	0.00	7,737	0.00	7,737	0.00	7,737	0.00
OFFICE EQUIPMENT	22,818	0.00	86,015	0.00	86,015	0.00	86,015	0.00
OTHER EQUIPMENT	70,125	0.00	127,859	0.00	127,859	0.00	127,859	0.00
PROPERTY & IMPROVEMENTS	0	0.00	7,024	0.00	7,024	0.00	7,024	0.00
BUILDING LEASE PAYMENTS	41,195	0.00	7,342	0.00	7,342	0.00	7,342	0.00
EQUIPMENT RENTALS & LEASES	5,515	0.00	38,852	0.00	38,852	0.00	38,852	0.00
MISCELLANEOUS EXPENSES	11,311	0.00	27,361	0.00	27,361	0.00	27,361	0.00
TOTAL - EE	5,449,315	0.00	6,371,996	0.00	6,371,996	0.00	6,371,996	0.00
PROGRAM DISTRIBUTIONS	0	0.00	1	0.00	1	0.00	1	0.00
TOTAL - PD	0	0.00	1	0.00	1	0.00	1	0.00
GRAND TOTAL	\$14,579,904	247.49	\$16,352,406	276.30	\$16,595,460	280.30	\$16,595,460	280.30
GENERAL REVENUE	\$9,125,650	199.21	\$9,054,507	209.76	\$9,054,507	209.76	\$9,054,507	209.76
FEDERAL FUNDS	\$851,282	21.05	\$1,117,830	22.80	\$1,276,884	24.80	\$1,276,884	24.80
OTHER FUNDS	\$4,602,972	27.23	\$6,180,069	43.74	\$6,264,069	45.74	\$6,264,069	45.74

DECISION ITEM DETAIL

Budget Unit	FY 2011	FY 2011	FY 2012	FY 2012	FY 2013	FY 2013	FY 2013	FY 2013
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
DOCUMENT PRESERVATION GRANTS								
CORE								
ARCHIVIST	0	0.00	241,949	4.00	0	0.00	0	0.00
TOTAL - PS	0	0.00	241,949	4.00	0	0.00	0	0.00
GRAND TOTAL	\$0	0.00	\$241,949	4.00	\$0	0.00	\$0	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00		0.00
FEDERAL FUNDS	\$0	0.00	\$241,949	4.00	\$0	0.00		0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00

PROGRAM DESCRIPTION

Department: Secretary of State

Program Name: Administrative Services

Program is found in the following core budget(s): Operating Core

1. What does this program do?

This core request is to allow continued service to the agency for financial, facilities, and central services.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Financial and Procurement authority is derived from Chapter 33 and 34, RSMo, and the agreements entered into between this office and the Office of Administration.

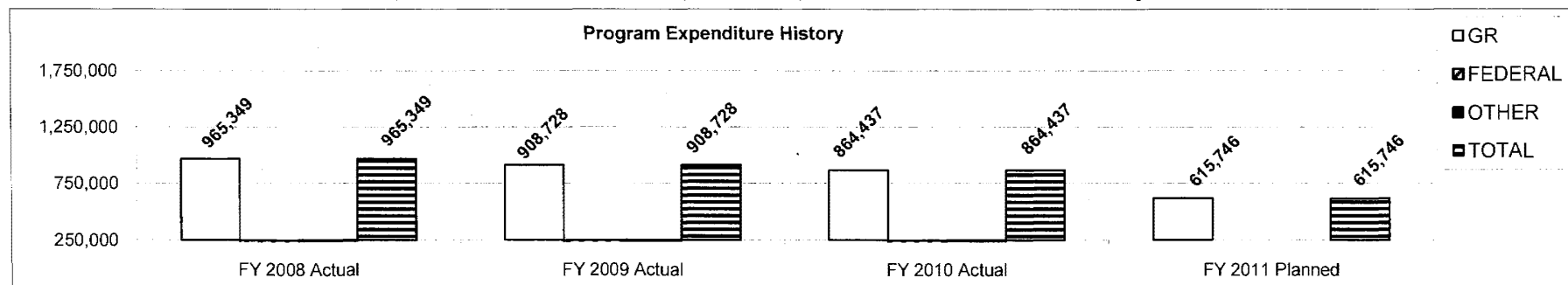
3. Are there federal matching requirements? If yes, please explain.

No

4. Is this a federally mandated program? If yes, please explain.

No

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



Note: The Publications Unit moved from Administrative Services to Executive Services in FY07.

6. What are the sources of the "Other " funds?

None

7a. Provide an effectiveness measure.

Without this appropriation, budgeting, vendor payments, procurement, financial reporting, mailroom, storeroom, and fleet management at the current level for the Office of the Secretary of State would not be possible.

PROGRAM DESCRIPTION

Department: Secretary of State

Program Name: Administrative Services

Program is found in the following core budget(s): Operating Core

7b. Provide an efficiency measure.

In FY11, the process of ordering and distributing office supplies was centralized in the storeroom. This has not only saved money, but has made it much more efficient for the divisions. Also, four employees located in the field were assigned fleet vehicles that previously were being reimbursed at the standard mileage rate or renting a vehicle. This increased the use of these cars, while decreasing mileage paid to these employees.

7c. Provide the number of clients/individuals served, if applicable.

The Administrative Services Division not only provides support to all the staff of the SOS, they also provide support to all grant recipients, such as the local libraries and local election authorities.

7d. Provide a customer satisfaction measure, if available.

Average invoice turn-around time is 14 days or less from date of invoice to payment, depending upon whether federal funds are involved and a drawdown is required before payment may issue. The mail is delivered on time, the storeroom is stocked to address agency-wide needs, and the fleet is safely maintained and scheduled.

PROGRAM DESCRIPTION

Department: Secretary of State

Program Name: Executive Services

Program is found in the following core budget(s): Operating Core

1. What does this program do?

This core request is to maintain the current level of executive support for all divisions within the Office of the Secretary of State. This core request represents resources for the continued operation of Agency programs and the productive coordination of the various divisions. This includes the creation and definition of policy and the direction for implementation of these policies. Priority outcomes are:

- 1) Continue to provide leadership and expertise in business and information systems to state and local governments. This will be accomplished by continued strategic planning, coordination with other government agencies, and the commitment of resources to achieve the planned objectives.
- 2) Enhance information access for governmental and constituent customers.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

NA

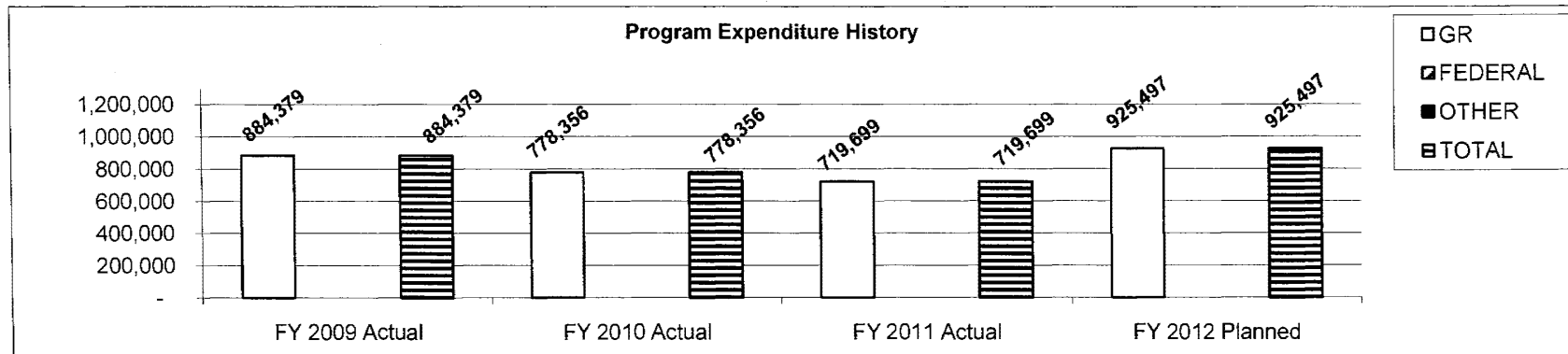
3. Are there federal matching requirements? If yes, please explain.

No

4. Is this a federally mandated program? If yes, please explain.

No

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



PROGRAM DESCRIPTION

Department: Secretary of State

Program Name: Executive Services

Program is found in the following core budget(s): Operating Core

6. What are the sources of the "Other " funds?

None

7a. Provide an effectiveness measure.

None

7b. Provide an efficiency measure.

None

7c. Provide the number of clients/individuals served, if applicable.

The number of clients/individuals served are the 280.3 FTE that are budgeted, as well as any prospective employees.

Publications distributed to the General Assembly, schools, and the public were: General Assembly Roster, school packets, Missouri Roster, Missouri Constitution, and Great Seal Sheets.

7d. Provide a customer satisfaction measure, if available.

None available

PROGRAM DESCRIPTION

Department: Secretary of State

Program Name: Elections

Program is found in the following core budget(s): Operating Core

1. What does this program do?

The Elections Division of the Office of the Secretary of State has identified several strategic issues and numerous goals that affect its core delivery of services. These include: 1) Preparing for and assisting local election authorities in conducting fair and orderly elections; planning for elections and statewide ballot issues including special elections and issues submitted to the people through initiatives, resolutions and referendums; reporting, counting and certifying election results; and meeting the requirements of the Help America Vote Act of 2002. 2) Providing quality customer service: Delivering responsive and timely service to meet increasing demand for answers to elections -related questions from local election authorities, elected officials, and the public; and maintaining statutory compliance in providing services to state and to local governments. 3) Enhancing information access: Maintaining statewide voter registration database and processing documents to make them accessible to the public when requested through this or other offices. 4) Providing enhanced opportunity to vote: Continuing to work with counties and state and federal agencies to implement the requirements of the National Voter Registration Act and Help America Vote Act; working to increase voter registration through public service announcements; evaluating existing election laws and suggesting any changes that could increase voter participation while maintaining election integrity. 5) Educate the public, government officials, and local election authorities about the elections process: Publishing various election materials; and participating in election conferences and speaking on issues of general applicability.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Chapters 115 and 116 of the Missouri Revised Statutes and federal law including the National Voter Registration Act and the Help America Vote Act.

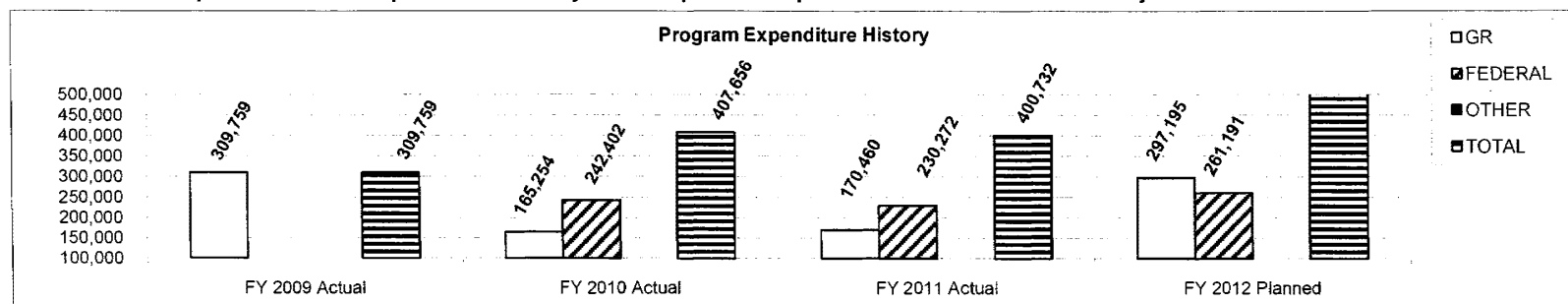
3. Are there federal matching requirements? If yes, please explain.

No.

4. Is this a federally mandated program? If yes, please explain.

No.

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



PROGRAM DESCRIPTION

Department: Secretary of State

Program Name: Elections

Program is found in the following core budget(s): Operating Core

6. What are the sources of the "Other " funds?

7a. Provide an effectiveness measure.

The Elections Division has a goal of increasing voter registration and access to the voter registration process. However, the numbers of registered voters and voter registration applications fluctuate from year to year. As of June 1, 2011 there were 4,096,864 registered voters. The Office of the Secretary of State mailed the following number of voter registration applications:

2008 - 759,982

2009 - 105,323

2010 - 203,074

The number of National Change of Address mailings in Fiscal Year 2010 was 241,986.

The number of National Change of Address mailings in Fiscal Year 2010 was 284,125 and for Fiscal Year 2011 was 287,475.

7b. Provide an efficiency measure.

An adequate supply of voter registration applications are available from this office to fulfill a request the same day or within 24 hours.

7c. Provide the number of clients/individuals served, if applicable.

116 local election authorities and thousands of prospective registered voters and callers requesting information.

7d. Provide a customer satisfaction measure, if available.

PROGRAM DESCRIPTION

Department Secretary of State

Program Name Record Services

Program is found in the following core budget(s): Operating Core

1. What does this program do?

The Record Services Division is comprised of the following three divisions:

Archives: The Missouri State Archives is the official repository for Missouri's records of permanent historical value. Among its holdings are land records from Missouri's colonial, territorial, and early statehood periods; three of the four Missouri State Constitutions; the Journals of the Missouri House and Senate; Supreme Court of Missouri case files; State Appeals Court case files; Circuit and Probate Court case files and records for Missouri counties. As the home of the state's permanently valuable records, the Missouri State Archives identifies, collects, preserves, and makes available to government officials, historians, students, family historians, and other researchers the permanent and historically significant records of Missouri.

Records Management: The Records Management program directs the efficient and effective management of the official records of state government agencies by establishing standards, procedures, and techniques for the management of records; developing schedules for the retention of records of continuing value and the prompt and orderly destruction of records no longer possessing sufficient value to warrant their future retention; and operating the State Records Center to provide secure cost-effective storage of paper records during their retention, and efficient destruction when the retention period has expired. The program evaluates the cost efficiency of microfilm and electronic records technologies and provides imaging, microfilming and microfilm storage services to state agencies.

Local Records: Through consultations, inventories, records processing projects and a competitive grant program, Local Records works with public officials to preserve the permanent and historically significant records of their offices. These local records are vital to the citizens of Missouri, documenting everything from marriages and property ownership to education and government expenditures. In addition, the program provides professional guidance on managing current records; everything from proper housing and storage of records to final disposition through the implementation of Local Records generated retention schedules.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

RSMo 109 and dedicated funding for Local Records from Recorder of Deeds user fees in RSMo 59.319 (3)

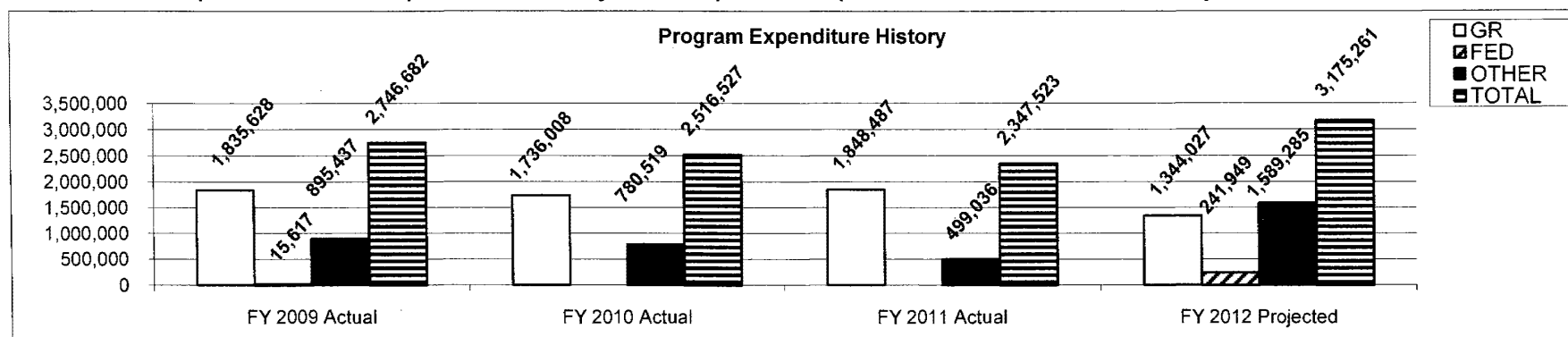
3. Are there federal matching requirements? If yes, please explain.

No

4. Is this a federally mandated program? If yes, please explain.

No

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



PROGRAM DESCRIPTION

Department Secretary of State
Program Name Record Services
Program is found in the following core budget(s): Operating Core

6. What are the sources of the "Other " funds?

Local Records Preservation Program (0577)

7a. Provide an effectiveness measure.

Archives: In FY11, the Missouri State Archives responded to 28,029 information requests. Of these, 3,116 were first-time customers. The Archives website had 70,838,971 hits in FY11 with an average of 69,398 unique visitors each

Records Management Imaging Services:

Images Microfilmed

Scanned Images

FY09	FY10	FY11	FY12 Projected
3,153,644	3,153,644	2,732,672	2,700,000
2,427,054	1,613,552	1,853,545	2,000,000

Local Records:

Images Microfilmed

3,373,500	2,780,500	1,773,000	1,800,000
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7b. Provide an efficiency measure.

Records Management:

Records Center pulls/re-files

FY09	FY10	FY11	FY12 Projected
56,634	54,296	53,802	60,000

Local Records:

Projects

77	71	85	85
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PROGRAM DESCRIPTION

Department Secretary of State

Program Name Record Services

Program is found in the following core budget(s): Operating Core

7c. Provide the number of clients/individuals served, if applicable.

Archives:

The statistics in section 7a include all mail, email, telephone, in person, and website customers.

Records Management: Number of state government units storing inactive records in State Records Center

	FY09	FY10	FY11	FY12 Projected
Agency units storing records in Records Center	331	345	380	385
Records Center pulls/re-files	56,634	54,296	53,802	60,000
Records Center new boxes for storage	26,369	28,665	25,585	30,000
Records Center boxes destroyed	6,618	14,218	10,469	15,000

Local Records: Core clients are county, municipal, circuit, and probate clerks; recorders of deeds and collectors; and public school 114 counties, 860 municipalities, and 523 school districts.

7d. Provide a customer satisfaction measure, if available.

In FY11 Missouri Digital Heritage was named by "Family Tree Magazine" as one of the '101 Best Websites' for the ninth year in a row.

PROGRAM DESCRIPTION

Department: Secretary of State

Program Name: Administrative Rules/Legal Services

Program is found in the following core budget(s): Operating Core

1. **What does this program do?** See response to question 2

2. **What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)**

The Administrative Rules Division is required by statute, Chapter 536 RSMo, to accept rule filings, edit the filings, and then publish them in the *Missouri Register* and the *Code of State Regulations* for the 191 state agencies that promulgate rules. Rules or regulations have the force and effect of law and serve to implement and interpret the laws passed by the General Assembly and signed by the Governor. The Division publishes rule material six times per month which includes two (2) paper and two (2) Internet publications of the *Missouri Register* and one (1) paper and one (1) Internet publication of the *Code of State Regulations*. The Administrative Rules Division has implemented several features on the SOS homepage to assist in rulemaking such as: allowing state agencies to download current rules as word documents for use in amending current rules; providing fillable rulemaking forms on-line; permitting agencies to email electronic copies of proposed rule text changes to SOS; and providing a timeline calculator to assist agencies in calculating key dates for rulemaking. This Division routinely answers questions from agencies and the public regarding filing rules and has published and maintains an updated rule manual containing uniform standards and procedures for use in making rule filings, *Rulemaking 1-2-3*. Division staff also assist agencies and the public in researching prior versions of a rule to accurately represent its history in legal proceedings. Additionally, the Administrative Rule Division offers classes to agencies in how to prepare and make rule filings.

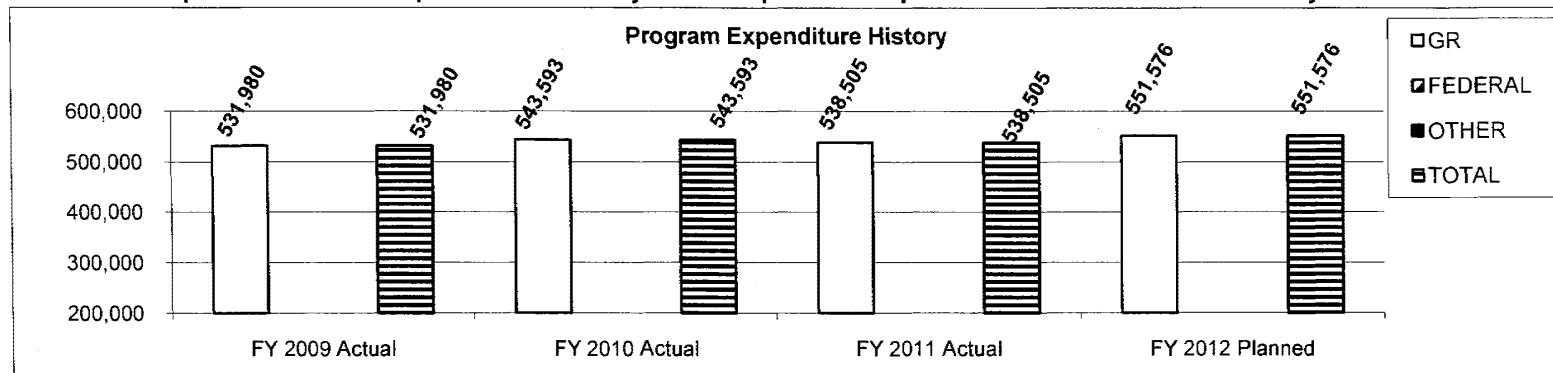
3. **Are there federal matching requirements? If yes, please explain.**

No

4. **Is this a federally mandated program? If yes, please explain.**

No

5. **Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.**



PROGRAM DESCRIPTION

Department: Secretary of State

Program Name: Administrative Rules/Legal Services

Program is found in the following core budget(s): Operating Core

6. What are the sources of the "Other " funds?

None

7a. Provide an effectiveness measure.

Our primary effectiveness measure is continuing the timely processing of monthly publications without additional staff and little or no overtime. For the 2011 fiscal year, Ad Rules processed the following:

98 Emergency rules

587 Proposed rules

547 Orders of Rulemaking

35 In Additions

16 Executive Orders

115 Dissolutions and 31 other filings were filed with our Division, for a total of 1,429 total filings published. In fiscal year 2011, 2,494 pages of *Missouri Register* and 3,266 pages of *Code* were published. From July 1, 2011 through August 31, 2011, the Division has received 8 Emergency rule(s); 83 Proposed rules; 68 Orders of Rulemaking; 13 In Additions; 14 Executive Orders; 20 Dissolutions and 8 other filings to make a total of 214 filings and a total of 508 pages of *Missouri Register* and 780 pages of *Code* published.

7b. Provide an efficiency measure.

The above was accomplished with no additional staff.

7c. Provide the number of clients/individuals served, if applicable.

Administrative Rules serves 191 state agencies, who may have numerous rulemakers. Anyone interested in rulemaking may also access our website which has an electronic copy of the Rulemaking 1-2-3 manual, rulemaking forms, copy text for amending rules, and a timeline calculator for tracking key dates. An up-to-date copy of the *Missouri Register* and *Code* is also on our website.

7d. Provide a customer satisfaction measure, if available.

The Secretary of State's Office has received positive emails and written compliments regarding improvements to the Administrative Rule Division web page and its rulemaking classes. The Division of Administrative Rules offers in person rulemaking classes for all agencies upon request. From July 1, 2011 through September 15, 2011, numerous classes were requested and training was conducted with the Department of Social Services, Children's and Family Services Divisions; Department of Natural Resources, Air Pollution and Control Program and Water Protection programs; Department of Conservation and the Commission for the Deaf and Hard of Hearing. Postive comments have been received from the attendees of this training because the departments and Commission found the training beneficial.

PROGRAM DESCRIPTION

Department Secretary of State

Program Name Securities Division

Program is found in the following core budget(s): Operating Core

1. What does this program do?

The Securities Division provides investor protection to the citizens of Missouri through the administration and enforcement of the Missouri Securities Act of 2003 and the Model Commodities Code. Enforcement includes investigations, issuance of subpoenas, issuance of administrative order prohibiting violations, the commencement of civil actions in circuit court and referrals of criminal matters to state and federal prosecutors. Administration includes the registration of broker-dealers, their agents, investment advisers and their representatives, the registration of securities, and the notice-filing of federal covered securities and state exemptions from registration. Investor Education includes the preparation and printing of education materials for seminars, presentations and other public events and funding for financial education in elementary and high schools.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Missouri Securities Act of 2003, Section 409.1-101 et seq., RSMo., and 2003 Model Commodities Code, 409.800 et seq., RSMo.

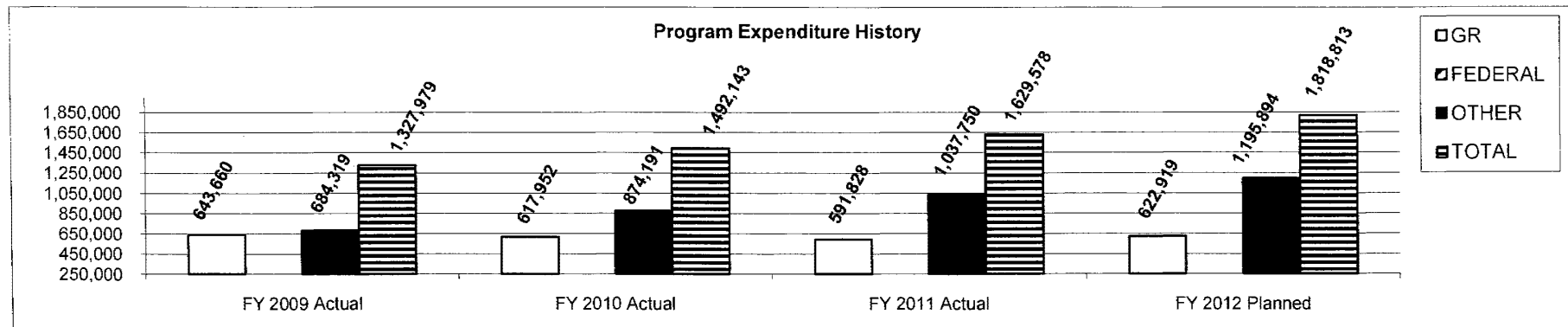
3. Are there federal matching requirements? If yes, please explain.

No

4. Is this a federally mandated program? If yes, please explain.

No

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



PROGRAM DESCRIPTION

Department Secretary of State

Program Name Securities Division

Program is found in the following core budget(s): Operating Core

6. What are the sources of the "Other " funds?

Investor Education and Protection Fund (0829)

7a. Provide an effectiveness measure.

Measuring the effectiveness of law enforcement is difficult. Stronger investor protection should result in a lower percentage of complaints specifically measuring the percent of complaints involving fraud and unregistered activity.

7b. Provide an efficiency measure.

Measuring the efficiency of law enforcement is difficult. Theoretically, law enforcement is more efficient with increased case analysis and prompt action.

7c. Provide the number of clients/individuals served, if applicable.

	FY 2009	FY 2010	FY 2011
Registered securities sellers/advisers			
- Broker-dealers	1,771	1,764	1,743
- Broker-dealer agents	113,340	120,289	128,402
- Investment advisers-registered	312	287	298
- Federal Advisers-notice filed	1,258	1,242	1,245
- Investment adviser representatives	6,623	8,550	9,034
Registered securities offerings	47	38	54
Federal covered securities notice-filings	2,254	2,430	2,738
State exemption notice-filings	22	26	40
Investor education seminars/events held/attended/prepared	48	57	70

	CY2008	CY2009	CY2010
Enforcement investigations opened	187	202	146
BDIA examinations/audits	64	73	77
Final administrative enforcement orders	49	56	46
Civil enforcement actions	5	6	3
Criminal prosecutions assisted	5	9	8
Victim restitution orders	12	16	11

7d. Provide a customer satisfaction measure, if available.

PROGRAM DESCRIPTION

Department: Secretary of State

Program Name: Business Services

Program is found in the following core budget(s): Operating Core

1. What does this program do?

The Business Services Division is comprised of four business units: Corporations, Uniform Commercial Code (UCC), Commissions and the Safe at Home Program. Corporations is responsible for receiving, filing and maintaining all business and corporate filings that are required by law, as well as handling service of process. UCC is responsible for receiving, filing and maintaining notice filings for secured transactions as required by law. Commissions is responsible for receiving, filing and maintaining notary applications; documenting and providing certificates to gubernatorial appointees; filing and maintaining trademark and service mark registrations; processing certifications and apostilles for international documents; and handling foreign extraditions. The *Safe at Home* Program, which went into effect August 28, 2007, is an address confidentiality program which provides survivors of sexual assault, rape, stalking and domestic violence a substitute mailing address. Under this program, participants are provided a substitute mailing address to use on new records they create with state agencies, local government agencies, and the courts.

Each work area is responsible for answering customer inquiries timely and accurately whether by phone, in person or through correspondence with the office. Business Services has field offices in St. Louis, Kansas City and Springfield.

All filings for Corporations, except service of process filings, are done through the Knowledge Base system. Corporate registration reports, fictitious name registrations, good standing requests, certified copy requests, and limited liability company registrations are available to file, review, search and request online. All UCC filings can be filed online. In Commissions, notary look-up and the mandatory notary training course are available online.

The Business Services Division efficiently and effectively serves the citizens of Missouri by providing increased access to records and images 24 hours a day, seven days a week through the Secretary of State's web site.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Missouri Statutes 28, 274, 347, 349, 351, 352, 354, 355, 356, 357, 358, 359, 362, 375, 380, 388, 394, 400, 417, 486, 506 and 589

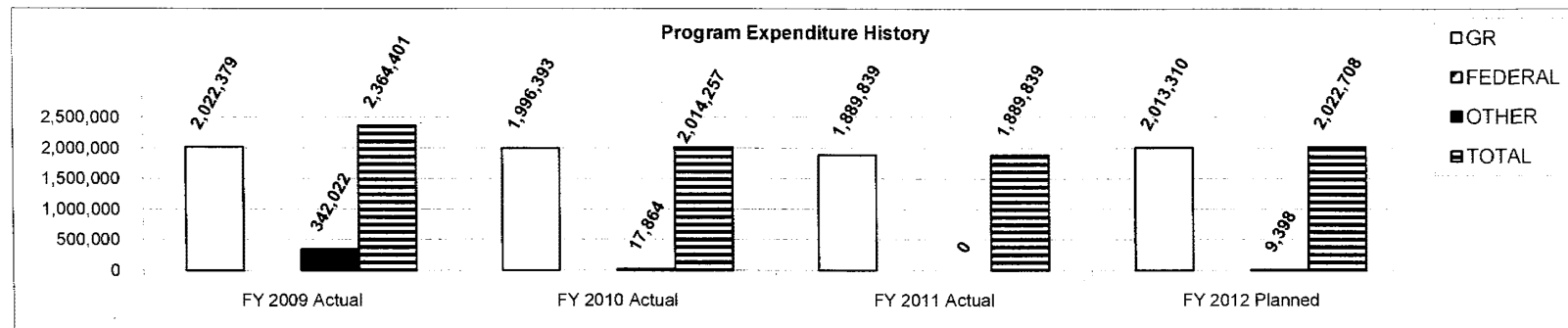
3. Are there federal matching requirements? If yes, please explain.

No

4. Is this a federally mandated program? If yes, please explain.

No

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



6. What are the sources of the "Other " funds?

Secretary of State Technology Trust Fund

PROGRAM DESCRIPTION

Department: Secretary of State

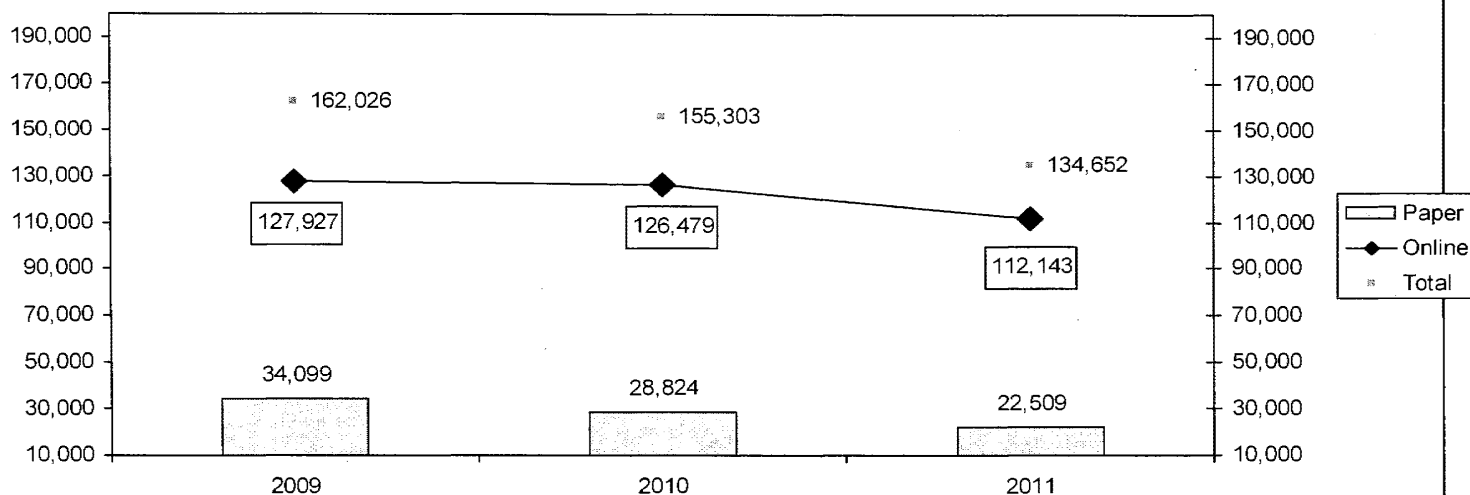
Program Name: Business Services

Program is found in the following core budget(s): Operating Core

7a. Provide an effectiveness measure.

The Business Services Division tracks turn-around time for all documents processed. Average processing time for paper documents is two days or less, except during peak processing times and for incomplete or incorrect filings. Turnaround time for online filings is instantaneous, and with only a few exceptions, walk-in customers receive immediate processing of their documents. *Safe at Home* participant mail receives same day processing.

7b. Provide an efficiency measure.



7c. Provide the number of clients/individuals served, if applicable.

The Business Services Division processes approximately 400,000 business filings annually. In August 2011, the average number of hits to the Secretary of State Business Services' Division web pages were just over 325,000 per day. 1,167 participants have been served by the *Safe at Home* Address Confidentiality Program since the program began in 2007.

7d. Provide a customer satisfaction measure, if available.

Missouri businesses have saved over \$18.2 million since 2005 by taking advantage of the reduced online filing fees for corporate registration reports and limited liability company creations.

PROGRAM DESCRIPTION

Department: Secretary of State

Program Name: Information Technology Division

Program is found in the following core budget(s): Operating Core

1. What does this program do?

The Secretary of State (SOS) Information Technology Division provides a full range of information systems management services to all sections of the Office of Secretary of State. Specific network infrastructure services provided to the Office of the Secretary of State include basic help desk support; desktop, notebook and other computer peripheral installation, maintenance and management; printer installation management and maintenance; network design, installation, management and security, including routers, switches, firewalls and intrusion detection systems; and server installation, administration and management. Specific information system management services provided to the Office of Secretary of State include information system and business process analysis and design; information system development and maintenance; project management; and disaster recovery and business continuity planning. Additionally, the SOS Information Technology Division is responsible for the development, maintenance and management of the Internet, intranet, and extranet presence of the Office of Secretary of State. SOS Information Technology Division works in cooperation with the SOS Elections Division to provide oversight and management of a centralized voter registration system to the local election authorities of each election jurisdiction in the State of Missouri.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

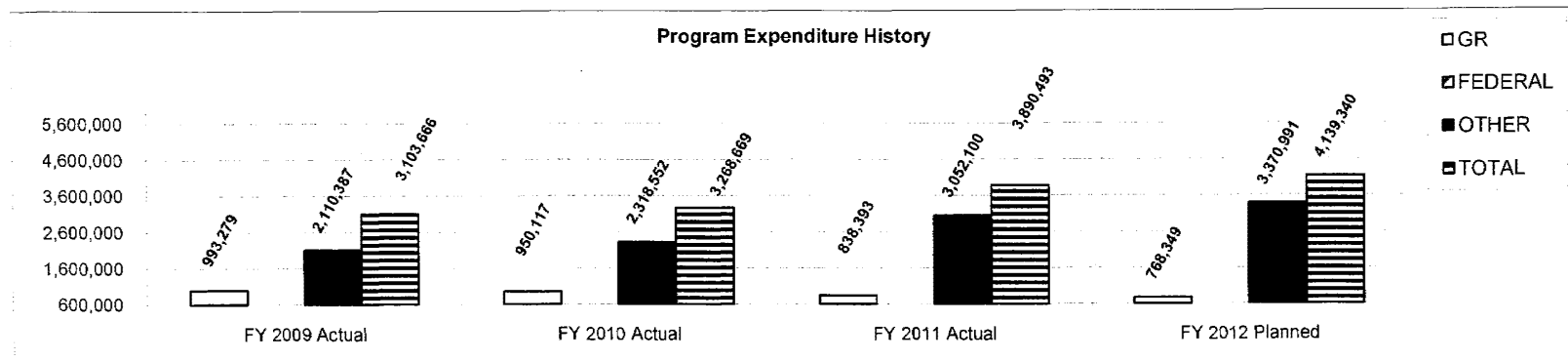
3. Are there federal matching requirements? If yes, please explain.

No

4. Is this a federally mandated program? If yes, please explain.

No

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



6. What are the sources of the "Other" funds?

Secretary of State Technology Trust Fund (0266)

PROGRAM DESCRIPTION

Department: Secretary of State

Program Name: Information Technology Division

Program is found in the following core budget(s): Operating Core

7a. Provide an effectiveness measure.

The following measures have been identified as important in determining, managing and improving the overall effectiveness of services delivered.

	Actual
Network Availability	99.98%
Service Request Ticket Volume	229/month
Number of Completed Projects	29

7b. Provide an efficiency measure.

The following measures have been identified as important in determining, managing and improving the overall efficiency of services delivered.

	Actual
Service Request Ticket Turnaround Time (Avg)	49 minutes

7c. Provide the number of clients/individuals served, if applicable.

The SOS Information Technology Division supports all SOS staff as well as the Local Elections Authorities and their staff in each county. Additionally, the SOS IT Division indirectly supports the hundreds of thousands of citizens that interact with the other SOS divisions through their various online applications and services.

SOS Staff	280.3
Local Elections Authorities and Staff	600
System transactions completed by citizens or businesses	> 3,000,000

7d. Provide a customer satisfaction measure, if available.

Customer satisfaction is an important measure in validating the overall effectiveness and efficiency of our operation and the services provided. Satisfaction measures include over 99% website availability.

PROGRAM DESCRIPTION

Department: Secretary of State

Program Name: Library Services

Program is found in the following core budget(s): Operating Core

1. What does this program do?

The State Library works to improve library service throughout Missouri and for state government. It provides leadership and expertise in library and information services, promotes the establishment and development of stronger libraries, and maintains quality library service to the legislature and the executive branch agencies as well as other state and local governments. The State Library distributes public information, literacy assistance, and training to local libraries.

Library research services are provided to state government employees and the Legislature. The resources needed to provide continued operation of these services include personnel, support for a collection of cataloged books, federal and state publications, print periodical subscriptions, and over 41,000 electronic resources available to state officials at their desktops. These electronic resources include more than 8,000 full-text books, 10,000 full-text journals as well as access to newspapers, business databases, legislative histories, bills and laws.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

RSMo Ch181; Mo Constitution, Article X, Section 10. Library Services and Technology Act; Public Law 104-298, as amended.

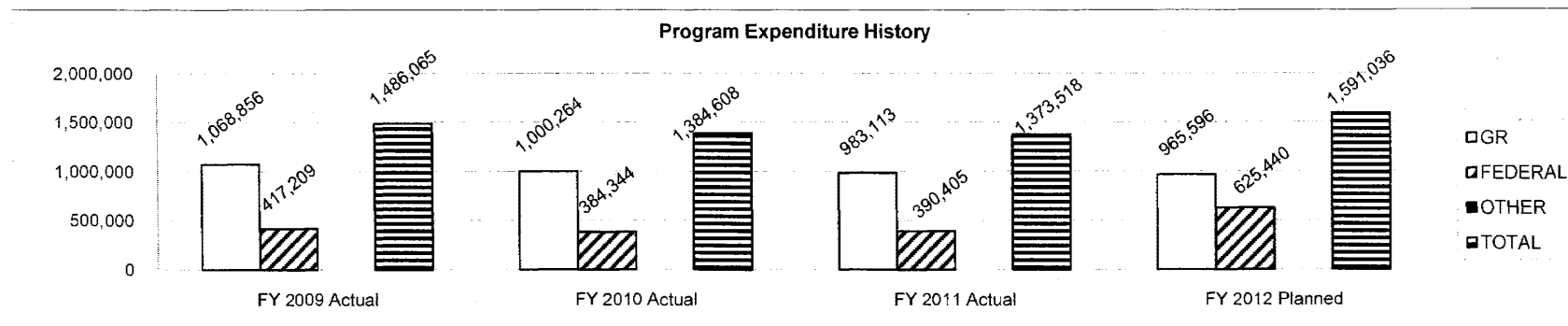
3. Are there federal matching requirements? If yes, please explain.

No

4. Is this a federally mandated program? If yes, please explain.

No

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



PROGRAM DESCRIPTION

Department: Secretary of State

Program Name: Library Services

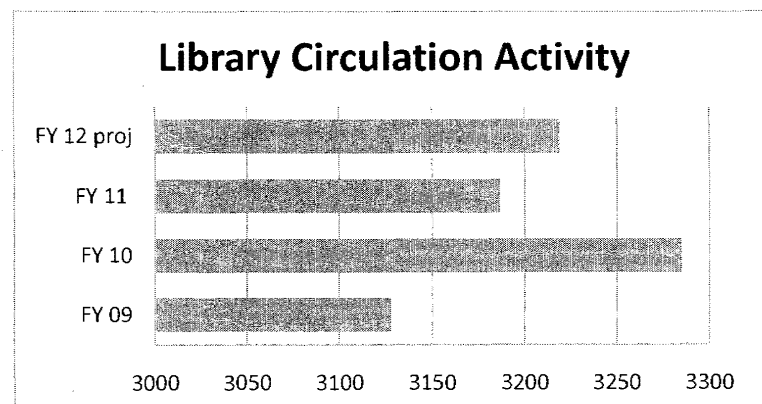
Program is found in the following core budget(s): Operating Core

6. What are the sources of the "Other " funds?

None.

7a. Provide an effectiveness measure.

The MOBIUS shared library catalog allows the State Library to have immediate access to materials in libraries across the state to fill information requests of state employees. The courier service shared by the MOBIUS member libraries provides pick-up and delivery of library materials statewide.



7b. Provide an efficiency measure.

The percent of public libraries participating in the statewide summer reading program has been 90% and above since FY 2007.

7c. Provide the number of clients/individuals served, if applicable.

Youth summer reading club participants

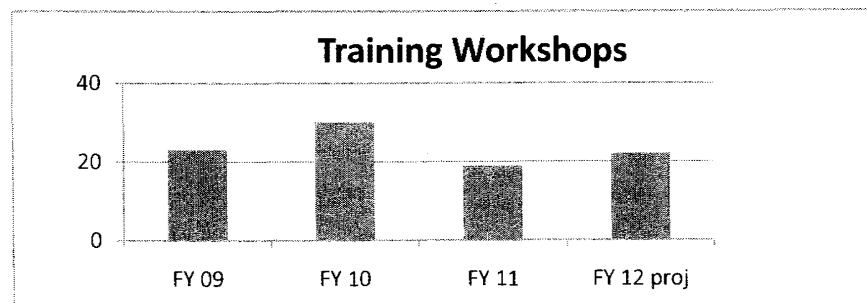
Teen summer reading club participants

(2010 decreased participation due to cancellation of summer school by many school districts)

	2009	2010	2011	2012 (estimated)
Youth summer reading club participants	136,688	125,180	217,262	200,000
Teen summer reading club participants	29,773	25,882	30,576	30,000

7d. Provide a customer satisfaction measure, if available.

Reference Services has a strong outreach effort including informational cards distributed to the General Assembly and state government departments. Outreach includes training state employees in the use of library services and products, especially using electronic databases. Training sessions are held quarterly in MOTEC classrooms and also on-demand in agency offices. Three sessions in FY11 were conducted in Kansas City, Independence and Cape Girardeau.



PROGRAM DESCRIPTION

Department: Secretary of State

Program Name: Wolfner Library

Program is found in the following core budget(s): Operating Core

1. What does this program do?

The Wolfner Talking Book and Braille Library is a free library service available to anyone in the State of Missouri unable to read standard print materials due to a visual or physical disability. The library collection consists of more than 320,000 volumes of books in non-print formats (Braille, cassette and digital) on a broad range of fiction and non-fiction topics, for all ages. Over seventy (70) magazine subscriptions are also available. Wolfner Library staff also facilitate patron downloading of digital books from BARD, a national repository of talking books for eligible citizens. The library loans machines to those using the recorded materials. Books, magazines and machines are mailed to and from library patrons, wherever they reside, at no charge. Currently, over 11,000 Missourians actively use the Wolfner Library service.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Missouri Revised Statutes 181.065 and PL 89-522

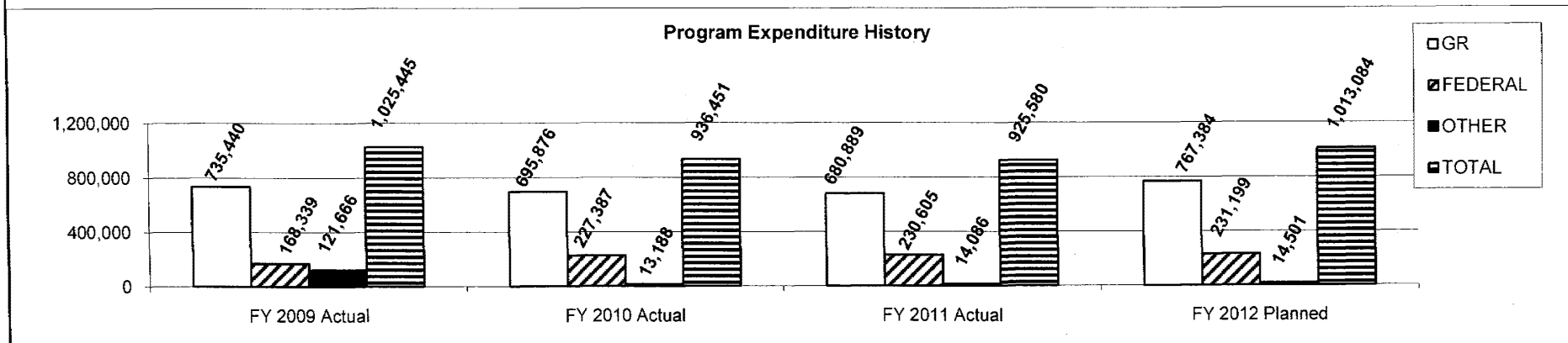
3. Are there federal matching requirements? If yes, please explain.

No

4. Is this a federally mandated program? If yes, please explain.

Public Law 89-522 establishes a national program to provide library service to everyone in the United States who cannot use print. Each state provides services to the blind and physically disabled under the direction of the National Library Service.

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



6. What are the sources of the "Other" funds?

Wolfner Library Trust Fund (0928)

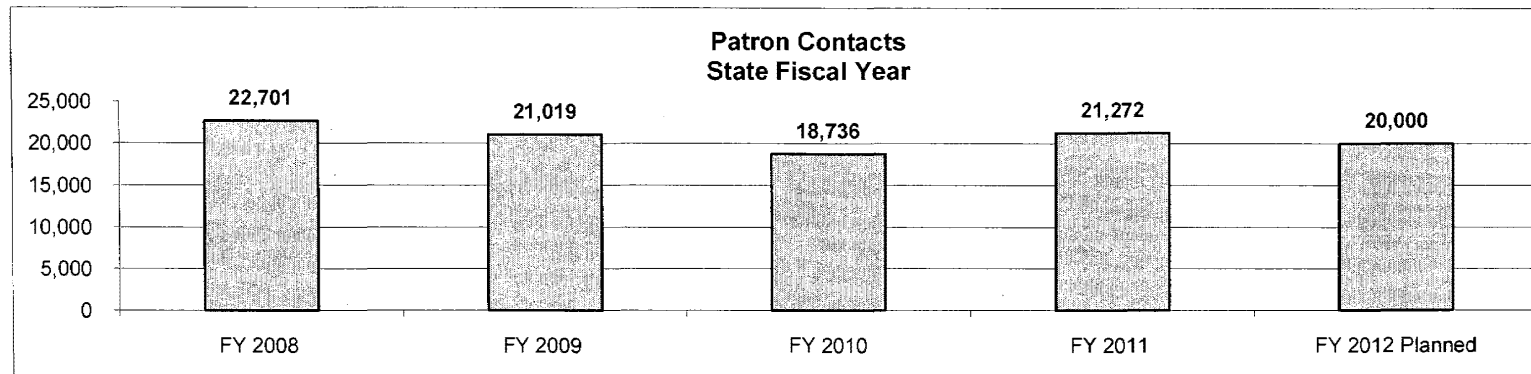
PROGRAM DESCRIPTION

Department: Secretary of State

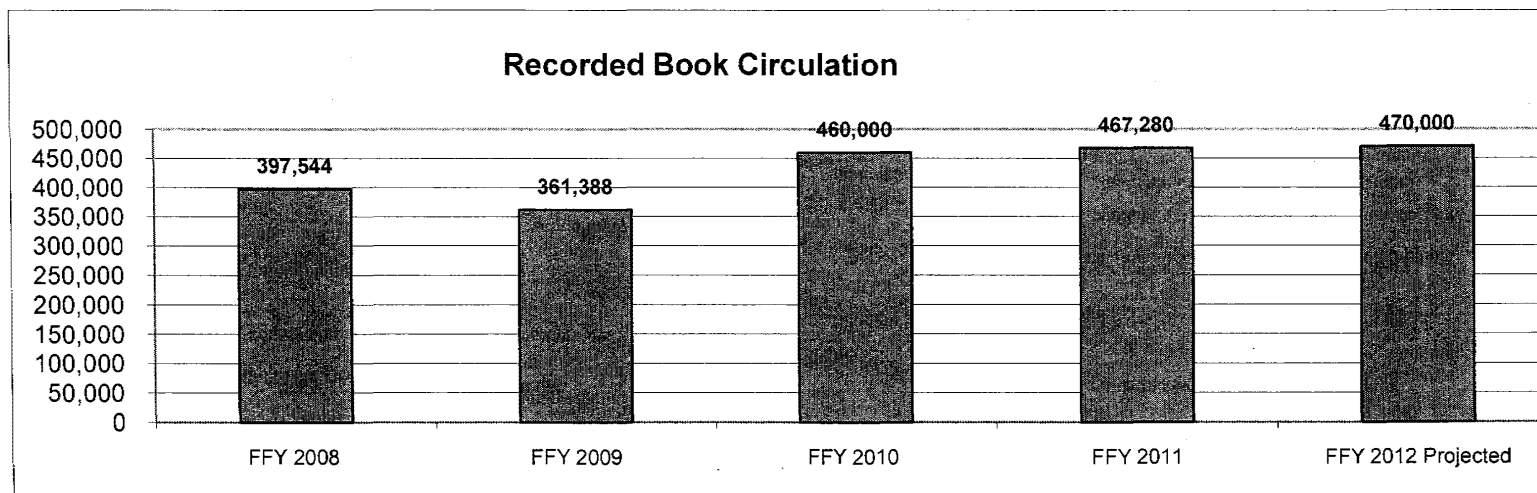
Program Name: Wolfner Library

Program is found in the following core budget(s): Operating Core

7a. Provide an effectiveness measure.



7b. Provide an efficiency measure.



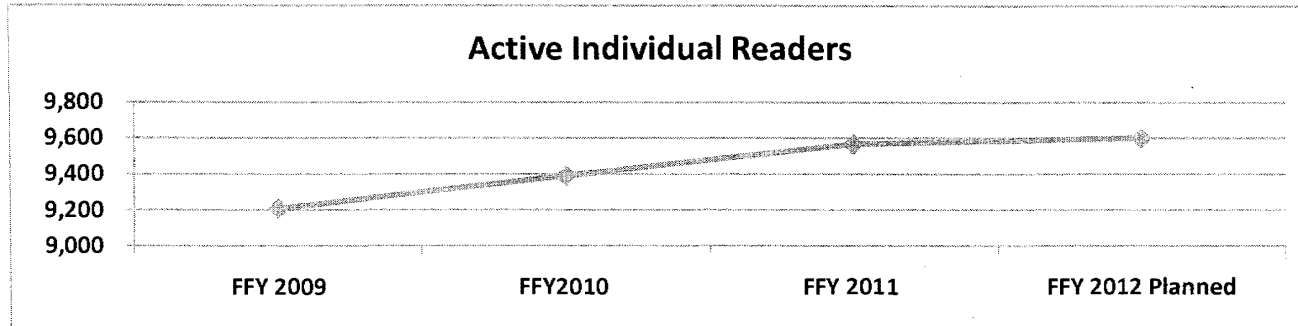
PROGRAM DESCRIPTION

Department: Secretary of State

Program Name: Wolfner Library

Program is found in the following core budget(s): Operating Core

7c. Provide the number of clients/individuals served, if applicable.



7d. Provide a customer satisfaction measure, if available.

Wolfner Library Patron Survey

	Excellent	Very good	Fair	Poor
<i>The courtesy of library staff is:</i>	442	115	5	1
<i>The overall rating of Wolfner Library services is:</i>	484	73	3	0

	Very Satisfied	Satisfied	Somewhat Satisfied	Not Satisfied
<i>How satisfied are you with the number of books you receive?</i>	0	535	0	24
<i>How satisfied are you with collection the subject matter?</i>	511	0	16	28

NEW DECISION ITEM
RANK: 2 OF 8

Department Office of the Secretary of State		Budget Unit
Division		
DI Name General Structure Adjustment	DI#	0000012

1. AMOUNT OF REQUEST

FY 2013 Budget Request					FY 2013 Governor's Recommendation				
	GR	Federal	Other	Total		GR	Federal	Other	Total
PS	0	0	0	0	PS	65,488	8,173	19,077	92,738
EE	0	0	0	0	EE	0	0	0	0
PSD	0	0	0	0	PSD	0	0	0	0
TRF	0	0	0	0	TRF	0	0	0	0
Total	0	0	0	0	Total	65,488	8,173	19,077	92,738
FTE	0.00	0.00	0.00	0.00	FTE	0.00	0.00	0.00	0.00
Est. Fringe	0	0	0	0	Est. Fringe	33,202	4,144	9,672	47,018
<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>					<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>				

Other Funds:

Other Funds:

2. THIS REQUEST CAN BE CATEGORIZED AS:

<input type="checkbox"/> New Legislation	<input type="checkbox"/> New Program	<input type="checkbox"/> Fund Switch
<input type="checkbox"/> Federal Mandate	<input type="checkbox"/> Program Expansion	<input type="checkbox"/> Cost to Continue
<input type="checkbox"/> GR Pick-Up	<input type="checkbox"/> Space Request	<input type="checkbox"/> Equipment Replacement
<input checked="" type="checkbox"/> Pay Plan	<input type="checkbox"/> Other: _____	

3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.

The Governor's Fiscal Year 2013 budget includes a two percent pay raise for all state employees, beginning January 1, 2013. It does not include elected state officials, members of the general assembly or judges covered under the Missouri Citizens' Commission on Compensation for Elected Officials.

NEW DECISION ITEM
RANK: 2 OF 8

Department Office of the Secretary of State	Budget Unit _____
Division _____	
DI Name General Structure Adjustment	DI# 0000012

4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)

5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.

Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS
							0	0.0	
							0	0.0	
Total PS	0	0.0	0	0.0	0	0.0	0	0.0	0
							0		
							0		
							0		
Total EE	0		0		0		0		0
Program Distributions							0		
Total PSD	0		0		0		0		0
Transfers									
Total TRF	0		0		0		0		0
Grand Total	0	0.0	0	0.0	0	0.0	0	0.0	0

NEW DECISION ITEM
RANK: 2 OF 8

Department Office of the Secretary of State			Budget Unit _____						
Division _____									
DI Name General Structure Adjustment			DI#	0000012					
Budget Object Class/Job Class	Gov Rec GR DOLLARS	Gov Rec GR FTE	Gov Rec FED DOLLARS	Gov Rec FED FTE	Gov Rec OTHER DOLLARS	Gov Rec OTHER FTE	Gov Rec TOTAL DOLLARS	Gov Rec TOTAL FTE	Gov Rec One-Time DOLLARS
							0	0.0	
	65,488		8,173		19,077		92,738	0.0	
Total PS	65,488	0.0	8,173	0.0	19,077	0.0	92,738	0.0	0
							0		
							0		
							0		
							0		
Total EE	0		0		0		0		0
Program Distributions							0		
Total PSD	0		0		0		0		0
Transfers									
Total TRF	0		0		0		0		0
Grand Total	65,488	0.0	8,173	0.0	19,077	0.0	92,738	0.0	0

NEW DECISION ITEM
RANK: 2 OF 8

Department Office of the Secretary of State	Budget Unit
Division	
DI Name General Structure Adjustment	DI# 0000012

6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional funding.)

6a. Provide an effectiveness measure.

6b. Provide an efficiency measure.

6c. Provide the number of clients/individuals served, if applicable.

6d. Provide a customer satisfaction measure, if available.

NEW DECISION ITEM
RANK: 2 OF 8

Department Office of the Secretary of State	Budget Unit
Division	
DI Name General Structure Adjustment	DI# 0000012

7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:

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DECISION ITEM DETAIL

Budget Unit	FY 2011	FY 2011	FY 2012	FY 2012	FY 2013	FY 2013	FY 2013	FY 2013
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
SECRETARY OF STATE								
GENERAL STRUCTURE ADJUSTMENT - 0000012								
EXECUTIVE DEPUTY SEC OF STATE	0	0.00	0	0.00	0	0.00	846	0.00
INFORMATION TECHNOLOGY DIRECTO	0	0.00	0	0.00	0	0.00	708	0.00
DIR OF POLICY & GOV RELATIONS	0	0.00	0	0.00	0	0.00	556	0.00
PERSONNEL OFFICER	0	0.00	0	0.00	0	0.00	751	0.00
EXECUTIVE ASSISTANT	0	0.00	0	0.00	0	0.00	369	0.00
DEPUTY SECRETARY OF ELECTIONS	0	0.00	0	0.00	0	0.00	708	0.00
ELECTIONS DIRECTOR	0	0.00	0	0.00	0	0.00	598	0.00
LOCAL RECORDS DIRECTOR	0	0.00	0	0.00	0	0.00	577	0.00
SECURITIES COMMISSIONER	0	0.00	0	0.00	0	0.00	835	0.00
DEPUTY SECRETARY OF STATE BUSI	0	0.00	0	0.00	0	0.00	771	0.00
DEP COUNSEL/DIR OF ADMIN RULES	0	0.00	0	0.00	0	0.00	541	0.00
COMMISSIONS OFFICER	0	0.00	0	0.00	0	0.00	424	0.00
DIRECTOR OF RECORDS MGT	0	0.00	0	0.00	0	0.00	515	0.00
ADMINISTRATIVE SECRETARY	0	0.00	0	0.00	0	0.00	532	0.00
EXECUTIVE SECRETARY	0	0.00	0	0.00	0	0.00	430	0.00
ACCOUNTANT II	0	0.00	0	0.00	0	0.00	318	0.00
EDITOR	0	0.00	0	0.00	0	0.00	710	0.00
STATE ARCHIVIST	0	0.00	0	0.00	0	0.00	724	0.00
ASSISTANT STATE ARCHIVIST	0	0.00	0	0.00	0	0.00	509	0.00
RECORDS ANALYST	0	0.00	0	0.00	0	0.00	586	0.00
OFFICE SUPPORT ASST (KEYBRD)	0	0.00	0	0.00	0	0.00	229	0.00
SR OFC SUPPORT ASST (KEYBRD)	0	0.00	0	0.00	0	0.00	244	0.00
ADMINISTRATIVE ARCHIVIST	0	0.00	0	0.00	0	0.00	464	0.00
PHOTO MACHINE OPERATOR	0	0.00	0	0.00	0	0.00	676	0.00
COMPUTER INFO TECH II	0	0.00	0	0.00	0	0.00	1,483	0.00
COMPUTER INFO TECH III	0	0.00	0	0.00	0	0.00	397	0.00
ARCHIVIST	0	0.00	0	0.00	0	0.00	6,992	0.00
ELECTRONIC RECORDS ARCHIVIST	0	0.00	0	0.00	0	0.00	954	0.00
PART-TIME OTHER	0	0.00	0	0.00	0	0.00	127	0.00
ADMINISTRATIVE AIDE I	0	0.00	0	0.00	0	0.00	466	0.00
GENERAL COUNSEL	0	0.00	0	0.00	0	0.00	835	0.00
DIRECTOR-FIELD OPERATIONS	0	0.00	0	0.00	0	0.00	1,209	0.00

DECISION ITEM DETAIL

Budget Unit	FY 2011	FY 2011	FY 2012	FY 2012	FY 2013	FY 2013	FY 2013	FY 2013
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
SECRETARY OF STATE								
GENERAL STRUCTURE ADJUSTMENT - 0000012								
GRANT OFFICER	0	0.00	0	0.00	0	0.00	376	0.00
SECURITIES COMPLIANCE AUDTR	0	0.00	0	0.00	0	0.00	995	0.00
ASSISTANT COMMISSIONER	0	0.00	0	0.00	0	0.00	628	0.00
STATE LIBRARIAN	0	0.00	0	0.00	0	0.00	771	0.00
READER ADVISOR	0	0.00	0	0.00	0	0.00	2,202	0.00
SENIOR REFERENCE ARCHIVIST	0	0.00	0	0.00	0	0.00	369	0.00
CLERK I	0	0.00	0	0.00	0	0.00	2,140	0.00
DIR OF FISCAL & FACILITIES	0	0.00	0	0.00	0	0.00	708	0.00
OFFICE SUPPORT ASST (CLERICAL)	0	0.00	0	0.00	0	0.00	215	0.00
SR OFC SUPPORT ASST (CLERICAL)	0	0.00	0	0.00	0	0.00	1,040	0.00
COMPOSING EQUIPMENT OPER II	0	0.00	0	0.00	0	0.00	276	0.00
REG PART-TIME (CLERK I)	0	0.00	0	0.00	0	0.00	312	0.00
SENIOR CONSERVATOR	0	0.00	0	0.00	0	0.00	426	0.00
CONSERVATOR	0	0.00	0	0.00	0	0.00	684	0.00
INVESTIGATOR I	0	0.00	0	0.00	0	0.00	964	0.00
INVESTIGATOR II	0	0.00	0	0.00	0	0.00	1,362	0.00
LICENSING ASSISTANT	0	0.00	0	0.00	0	0.00	276	0.00
LIBRARIAN	0	0.00	0	0.00	0	0.00	2,323	0.00
COMPUTER INFO TECH SPEC I	0	0.00	0	0.00	0	0.00	2,961	0.00
DIRECTOR LIBRARY DEV	0	0.00	0	0.00	0	0.00	589	0.00
LIBRARY CONSULTANT	0	0.00	0	0.00	0	0.00	2,458	0.00
DIRECTOR REF SERVICES	0	0.00	0	0.00	0	0.00	469	0.00
ADMINISTATIVE AIDE II	0	0.00	0	0.00	0	0.00	249	0.00
ADMINISTRATIVE AIDE III	0	0.00	0	0.00	0	0.00	1,068	0.00
DIRECTOR-WOLFNER LIBRARY	0	0.00	0	0.00	0	0.00	479	0.00
COMPUTER INFO TECH I	0	0.00	0	0.00	0	0.00	1,334	0.00
SPECIALIST	0	0.00	0	0.00	0	0.00	1,568	0.00
SUPERVISOR I	0	0.00	0	0.00	0	0.00	259	0.00
SUPERVISOR II	0	0.00	0	0.00	0	0.00	843	0.00
SUPERVISOR III	0	0.00	0	0.00	0	0.00	971	0.00
TECH I	0	0.00	0	0.00	0	0.00	1,398	0.00
TECH II	0	0.00	0	0.00	0	0.00	6,963	0.00

DECISION ITEM DETAIL

Budget Unit	FY 2011	FY 2011	FY 2012	FY 2012	FY 2013	FY 2013	FY 2013	FY 2013
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
SECRETARY OF STATE								
GENERAL STRUCTURE ADJUSTMENT - 0000012								
TECH III	0	0.00	0	0.00	0	0.00	3,647	0.00
ACCOUNTANT I	0	0.00	0	0.00	0	0.00	266	0.00
ASSOCIATE EDITOR	0	0.00	0	0.00	0	0.00	286	0.00
COMPUTER INFO TECH TRAINEE	0	0.00	0	0.00	0	0.00	538	0.00
COMPUTER INFO TECH SPEC II	0	0.00	0	0.00	0	0.00	479	0.00
TECH IV	0	0.00	0	0.00	0	0.00	1,163	0.00
RESEARCH ANALYST I	0	0.00	0	0.00	0	0.00	1,525	0.00
SENIOR RECORDS ANALYST	0	0.00	0	0.00	0	0.00	376	0.00
DIR OF COMMS & PUB	0	0.00	0	0.00	0	0.00	556	0.00
DEPUTY DIR OF COMMUNICATIONS	0	0.00	0	0.00	0	0.00	355	0.00
RECEPTIONIST II	0	0.00	0	0.00	0	0.00	296	0.00
GRAPHIC ARTS SPECIALIST II	0	0.00	0	0.00	0	0.00	271	0.00
DIRECTOR OF INVESTOR EDUCATION	0	0.00	0	0.00	0	0.00	390	0.00
CHIEF ENFORCEMENT COUNSEL	0	0.00	0	0.00	0	0.00	520	0.00
CHIEF REGISTRATION COUNSEL	0	0.00	0	0.00	0	0.00	520	0.00
DEPUTY CHIEF COUNSEL	0	0.00	0	0.00	0	0.00	438	0.00
SMALL BUSINESS ADVOCATE	0	0.00	0	0.00	0	0.00	149	0.00
DEP DIR POLICY & GOV RELATIONS	0	0.00	0	0.00	0	0.00	217	0.00
PRINC ASST FOR BOARDS & COMMS	0	0.00	0	0.00	0	0.00	355	0.00
SENIOR COUNSEL	0	0.00	0	0.00	0	0.00	708	0.00
SECURITIES SPECIALIST	0	0.00	0	0.00	0	0.00	312	0.00
CHIEF COUNSEL	0	0.00	0	0.00	0	0.00	516	0.00
ELECTIONS COORDINATOR	0	0.00	0	0.00	0	0.00	336	0.00
CURATOR OF EXHIBITS/SPEC PRJCT	0	0.00	0	0.00	0	0.00	433	0.00
HISTORICAL EDUCATOR	0	0.00	0	0.00	0	0.00	330	0.00
SUPERVISING ARCHIVIST	0	0.00	0	0.00	0	0.00	362	0.00
ELECTIONS SPECIALIST	0	0.00	0	0.00	0	0.00	696	0.00
MCVR ELECTIONS SPECIALIST I	0	0.00	0	0.00	0	0.00	324	0.00
MCVR ELECTIONS SPECIALIST II	0	0.00	0	0.00	0	0.00	390	0.00
STATISTICAL RESEARCH ANALYST	0	0.00	0	0.00	0	0.00	449	0.00
COMPUTER INFO TECH MANAGER I	0	0.00	0	0.00	0	0.00	1,039	0.00
ACCOUNTING SPECIALIST II	0	0.00	0	0.00	0	0.00	934	0.00

DECISION ITEM DETAIL

Budget Unit	FY 2011	FY 2011	FY 2012	FY 2012	FY 2013	FY 2013	FY 2013	FY 2013
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
SECRETARY OF STATE								
GENERAL STRUCTURE ADJUSTMENT - 0000012								
HUMAN RESOURCES DIRECTOR	0	0.00	0	0.00	0	0.00	658	0.00
OUTREACH/EDUC COORD	0	0.00	0	0.00	0	0.00	296	0.00
PROGRAM MANAGER	0	0.00	0	0.00	0	0.00	434	0.00
IMAGING SERVICES MANAGER	0	0.00	0	0.00	0	0.00	362	0.00
DIGITAL COLLECTIONS COORD	0	0.00	0	0.00	0	0.00	401	0.00
DIGITAL PROJECTS SPECIALIST	0	0.00	0	0.00	0	0.00	355	0.00
DEP DIRECTOR OF POLICY & ADMIN	0	0.00	0	0.00	0	0.00	174	0.00
COMMUNICATIONS/PUBLS ASST	0	0.00	0	0.00	0	0.00	261	0.00
SPECIAL INVESTIGATOR	0	0.00	0	0.00	0	0.00	382	0.00
ACCOUNTING ANALYST II	0	0.00	0	0.00	0	0.00	355	0.00
ELECTIONS OPERATION ADMSTR	0	0.00	0	0.00	0	0.00	413	0.00
DEPUTY COUNSEL	0	0.00	0	0.00	0	0.00	422	0.00
PROGRAM SPECIALIST	0	0.00	0	0.00	0	0.00	258	0.00
PARALEGAL	0	0.00	0	0.00	0	0.00	286	0.00
DEPUTY DIRECTOR OF PUBLICATION	0	0.00	0	0.00	0	0.00	369	0.00
SPECIAL ASSISTANT	0	0.00	0	0.00	0	0.00	257	0.00
DEPUTY ENFORCEMENT COUNSEL	0	0.00	0	0.00	0	0.00	455	0.00
ELECTIONS ANALYST	0	0.00	0	0.00	0	0.00	291	0.00
SYSTEM PROJECT MANAGER	0	0.00	0	0.00	0	0.00	459	0.00
SYSTEMS ANALYST SPECIALIST	0	0.00	0	0.00	0	0.00	336	0.00
SENIOR AUDITOR	0	0.00	0	0.00	0	0.00	367	0.00
INVESTIGATIONS MANAGER	0	0.00	0	0.00	0	0.00	411	0.00
CENTRAL SERVICES TECHNICIAN	0	0.00	0	0.00	0	0.00	281	0.00
CENTRAL SERVICES SUPERVISOR	0	0.00	0	0.00	0	0.00	324	0.00
ASST DIR FISCAL & FACILITIES	0	0.00	0	0.00	0	0.00	565	0.00
PROCUREMENT OFFICER III	0	0.00	0	0.00	0	0.00	397	0.00

DECISION ITEM DETAIL

Budget Unit	FY 2011	FY 2011	FY 2012	FY 2012	FY 2013	FY 2013	FY 2013	FY 2013
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
SECRETARY OF STATE								
GENERAL STRUCTURE ADJUSTMENT - 0000012								
FISCAL & CENTRAL SVCS ASST	0	0.00	0	0.00	0	0.00	233	0.00
TOTAL - PS	0	0.00	0	0.00	0	0.00	92,738	0.00
GRAND TOTAL	\$0	0.00	\$0	0.00	\$0	0.00	\$92,738	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$65,488	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$9,621	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$17,629	0.00

DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2011	FY 2011	FY 2012	FY 2012	FY 2013	FY 2013	FY 2013	FY 2013
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
SECRETARY OF STATE								
GENERAL STRUCTURE ADJUSTMENT - 0000012								
PERSONAL SERVICES								
INVESTOR EDUC & PROTECTION	0	0.00	0	0.00	0	0.00	5,048	0.00
TOTAL - PS	0	0.00	0	0.00	0	0.00	92,738	0.00
TOTAL	0	0.00	0	0.00	0	0.00	92,738	0.00
GRAND TOTAL	\$14,579,904	247.49	\$16,352,406	276.30	\$16,595,460	280.30	\$16,688,198	280.30

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DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2011	FY 2011	FY 2012	FY 2012	FY 2013	FY 2013	FY 2013	FY 2013	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
GRANTS AND PROJECTS									
CORE									
EXPENSE & EQUIPMENT									
SECRETARY OF STATE-FED & OTHER	44,551	0.00	17	0.00	17	0.00	17	0.00	
TOTAL - EE	44,551	0.00	17	0.00	17	0.00	17	0.00	
PROGRAM-SPECIFIC									
SECRETARY OF STATE-FED & OTHER	59,296	0.00	199,983	0.00	199,983	0.00	199,983	0.00	
TOTAL - PD	59,296	0.00	199,983	0.00	199,983	0.00	199,983	0.00	
TOTAL	103,847	0.00	200,000	0.00	200,000	0.00	200,000	0.00	
GRAND TOTAL	\$103,847	0.00	\$200,000	0.00	\$200,000	0.00	\$200,000	0.00	

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23142C
Division	Administrative Services		
Core -	Federal Grants, Donations, Projects		

1. CORE FINANCIAL SUMMARY

	FY 2013 Budget Request				
	GR	Federal	Other	Total	
PS	0	0	0	0	
EE	0	0	0	0	
PSD	0	200,000	0	200,000	E
TRF	0	0	0	0	
Total	0	200,000	0	200,000	E

FTE	0.00	0.00	0.00	0.00
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Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

	FY 2013 Governor's Recommendation				
	GR	Fed	Other	Total	
PS	0	0	0	0	
EE	0	0	0	0	
PSD	0	200,000	0	200,000	E
TRF	0	0	0	0	
Total	0	200,000	0	200,000	E

FTE	0.00	0.00	0.00	0.00
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Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

2. CORE DESCRIPTION

The Office of the Secretary of State requests this appropriation to provide a means of receiving and expending funds that become available during the fiscal year from grants, contracts, or gifts from the federal government, other governmental entities, and private sources. Similar appropriations have been provided for many years to a number of departments of state government such as the Department of Elementary and Secondary Education, the Department of Health and Senior Services, the Department of Mental Health, and the Department of Social Services. This request continues in accordance with recommendations from OA, Budget and Planning, regarding open-ended federal appropriations.

The Secretary of State currently has two grants totalling \$216,385 from the NHPRC (National Historical Publications and Records Commission) in this fund.

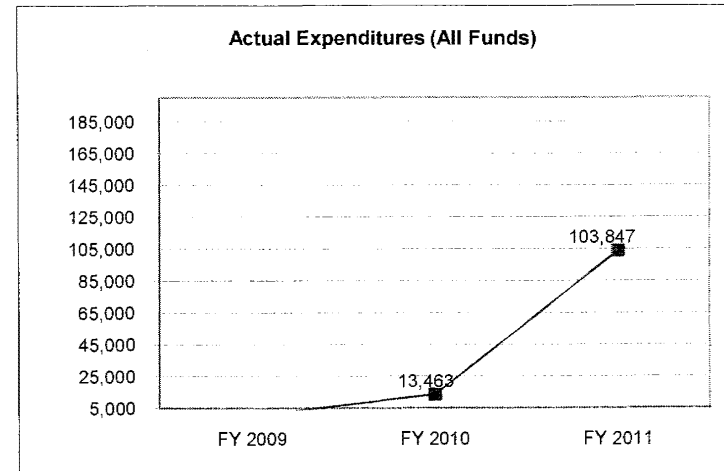
3. PROGRAM LISTING (list programs included in this core funding)

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23142C
Division	Administrative Services		
Core -	Federal Grants, Donations, Projects		

4. FINANCIAL HISTORY

	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Current Yr.
Appropriation (All Funds)	200,000	200,000	200,000	200,000 E
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	200,000	200,000	200,000	N/A
Actual Expenditures (All Funds)	0	13,463	103,847	N/A
Unexpended (All Funds)	200,000	186,537	96,153	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	200,000	186,537	96,153	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

NOTES:

This appropriation has enabled the receipt of three National Historical Publications and Records Commission (NHPRC) grants.

CORE RECONCILIATION DETAIL

**SECRETARY OF STATE
GRANTS AND PROJECTS**

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	EE	0.00	0	17	0	17	
	PD	0.00	0	199,983	0	199,983	
	Total	0.00	0	200,000	0	200,000	
DEPARTMENT CORE REQUEST							
	EE	0.00	0	17	0	17	
	PD	0.00	0	199,983	0	199,983	
	Total	0.00	0	200,000	0	200,000	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	0	17	0	17	
	PD	0.00	0	199,983	0	199,983	
	Total	0.00	0	200,000	0	200,000	

DECISION ITEM DETAIL

Budget Unit	FY 2011	FY 2011	FY 2012	FY 2012	FY 2013	FY 2013	FY 2013	FY 2013
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
GRANTS AND PROJECTS								
CORE								
TRAVEL, IN-STATE	4,568	0.00	1	0.00	1	0.00	1	0.00
TRAVEL, OUT-OF-STATE	0	0.00	1	0.00	1	0.00	1	0.00
FUEL & UTILITIES	0	0.00	1	0.00	1	0.00	1	0.00
SUPPLIES	0	0.00	1	0.00	1	0.00	1	0.00
PROFESSIONAL DEVELOPMENT	2,500	0.00	1	0.00	1	0.00	1	0.00
COMMUNICATION SERV & SUPP	0	0.00	1	0.00	1	0.00	1	0.00
PROFESSIONAL SERVICES	37,301	0.00	1	0.00	1	0.00	1	0.00
HOUSEKEEPING & JANITORIAL SERV	0	0.00	1	0.00	1	0.00	1	0.00
M&R SERVICES	0	0.00	1	0.00	1	0.00	1	0.00
COMPUTER EQUIPMENT	0	0.00	1	0.00	1	0.00	1	0.00
MOTORIZED EQUIPMENT	0	0.00	1	0.00	1	0.00	1	0.00
OFFICE EQUIPMENT	0	0.00	1	0.00	1	0.00	1	0.00
OTHER EQUIPMENT	0	0.00	1	0.00	1	0.00	1	0.00
PROPERTY & IMPROVEMENTS	0	0.00	1	0.00	1	0.00	1	0.00
BUILDING LEASE PAYMENTS	0	0.00	1	0.00	1	0.00	1	0.00
EQUIPMENT RENTALS & LEASES	0	0.00	1	0.00	1	0.00	1	0.00
MISCELLANEOUS EXPENSES	182	0.00	1	0.00	1	0.00	1	0.00
TOTAL - EE	44,551	0.00	17	0.00	17	0.00	17	0.00
PROGRAM DISTRIBUTIONS	59,296	0.00	199,983	0.00	199,983	0.00	199,983	0.00
TOTAL - PD	59,296	0.00	199,983	0.00	199,983	0.00	199,983	0.00
GRAND TOTAL	\$103,847	0.00	\$200,000	0.00	\$200,000	0.00	\$200,000	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$103,847	0.00	\$200,000	0.00	\$200,000	0.00	\$200,000	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00

PROGRAM DESCRIPTION

Department: Secretary of State

Program Name: Federal grants, donations, contracts

Program is found in the following core budget(s): Administrative Services

1. What does this program do?

The opportunity to apply for federal funding and other grants comes at various times throughout the fiscal year. Not all of the funding opportunities can be foreseen ahead of time. This appropriation has the effect of substantially increasing the department's ability to take advantage of funds which may become available between sessions.

The Records Services division has two current National Historical Publications and Records Commission (NHPRC) grants totaling \$216,385 using this spending authority.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

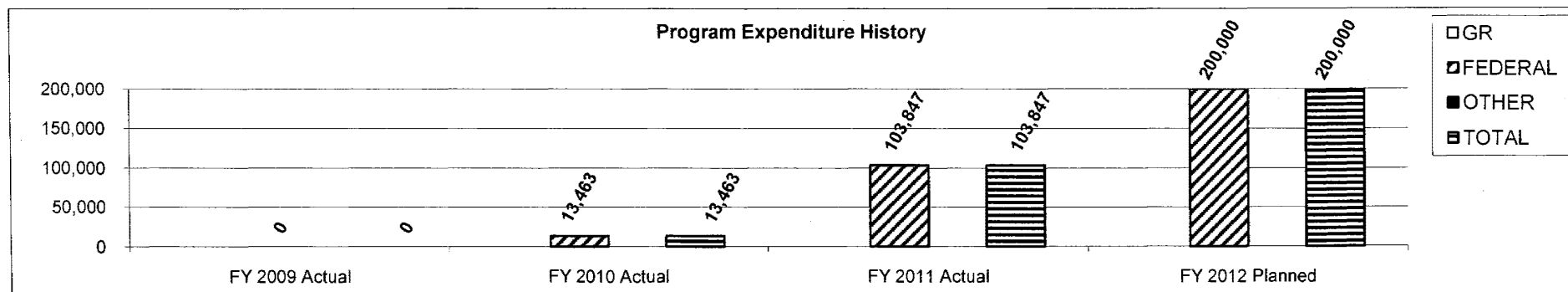
3. Are there federal matching requirements? If yes, please explain.

No

4. Is this a federally mandated program? If yes, please explain.

No

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



6. What are the sources of the "Other " funds?

Grants, donations, and contracts

PROGRAM DESCRIPTION

Department: Secretary of State

Program Name: Federal grants, donations, contracts

Program is found in the following core budget(s): Administrative Services

7a. Provide an effectiveness measure.

Funding from other sources for innovative projects increases.

7b. Provide an efficiency measure.

Having this appropriation has ensured that the projects have started and been completed in a timely manner. The process has not been delayed while waiting to receive spending authority to spend the grant monies.

7c. Provide the number of clients/individuals served, if applicable.

Scope will depend on each innovative project identified and completed.

7d. Provide a customer satisfaction measure, if available.

Faster completion will improve satisfaction and result in more innovative projects.

DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2011	FY 2011	FY 2012	FY 2012	FY 2013	FY 2013	FY 2013	FY 2013	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
REFUNDS									
CORE									
PROGRAM-SPECIFIC									
GENERAL REVENUE	52,418	0.00	50,000	0.00	50,000	0.00	50,000	0.00	
TOTAL - PD	52,418	0.00	50,000	0.00	50,000	0.00	50,000	0.00	
TOTAL	52,418	0.00	50,000	0.00	50,000	0.00	50,000	0.00	
GRAND TOTAL	\$52,418	0.00	\$50,000	0.00	\$50,000	0.00	\$50,000	0.00	

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CORE DECISION ITEM

Department	Secretary of State	Budget Unit	<u>23145C</u>
Division	Refunds Core		
Core -	Refunds		

1. CORE FINANCIAL SUMMARY

	FY 2013 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	50,000	0	0	50,000 E
TRF	0	0	0	0
Total	50,000	0	0	50,000 E
FTE	0.00	0.00	0.00	0.00

Est. Fringe	0	0	0	0
<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>				

Other Funds: None

	FY 2013 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	50,000	0	0	50,000 E
TRF	0	0	0	0
Total	50,000	0	0	50,000 E
FTE	0.00	0.00	0.00	0.00

Est. Fringe	0	0	0	0
<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>				

Other Funds:

2. CORE DESCRIPTION

Most refunds for prior fiscal years were due to overpayments received in the form of checks in our Business Services area. We have expanded online filing in Business Services, which automatically determines the total fees owed, and these are then paid by credit card and ACH debit.

3. PROGRAM LISTING (list programs included in this core funding)

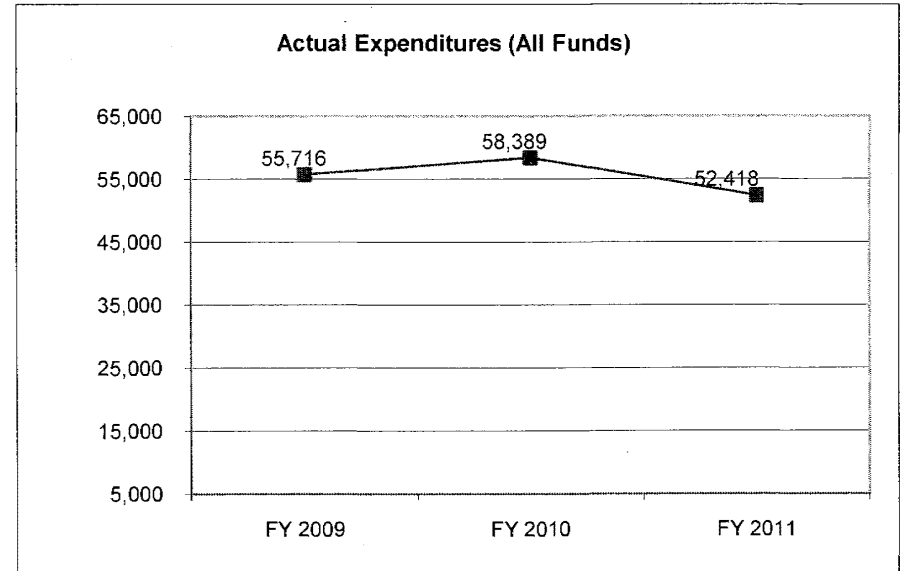
Refunds

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	<u>23145C</u>
Division	Refunds Core		
Core -	Refunds		

4. FINANCIAL HISTORY

	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Current Yr.
Appropriation (All Funds)	60,000	60,000	52,450	50,000 E
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	60,000	60,000	52,450	N/A
Actual Expenditures (All Funds)	55,716	58,389	52,418	N/A
Unexpended (All Funds)	4,284	1,611	32	N/A
Unexpended, by Fund:				
General Revenue	4,284	1,611	32	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

NOTES:

CORE RECONCILIATION DETAIL

SECRETARY OF STATE

REFUNDS

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	PD	0.00	50,000	0	0	50,000	
	Total	0.00	50,000	0	0	50,000	
DEPARTMENT CORE REQUEST							
	PD	0.00	50,000	0	0	50,000	
	Total	0.00	50,000	0	0	50,000	
GOVERNOR'S RECOMMENDED CORE							
	PD	0.00	50,000	0	0	50,000	
	Total	0.00	50,000	0	0	50,000	

DECISION ITEM DETAIL

Budget Unit	FY 2011	FY 2011	FY 2012	FY 2012	FY 2013	FY 2013	FY 2013	FY 2013
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
REFUNDS								
CORE								
REFUNDS	52,418	0.00	50,000	0.00	50,000	0.00	50,000	0.00
TOTAL - PD	52,418	0.00	50,000	0.00	50,000	0.00	50,000	0.00
GRAND TOTAL	\$52,418	0.00	\$50,000	0.00	\$50,000	0.00	\$50,000	0.00
GENERAL REVENUE	\$52,418	0.00	\$50,000	0.00	\$50,000	0.00	\$50,000	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00

PROGRAM DESCRIPTION

Department: Secretary of State

Program Name: Administrative Services

Program is found in the following core budget(s): Refunds

1. What does this program do?

The Office of the Secretary of State collects revenues, often received in the form of a check, for services provided. Refunds result when an overpayment occurs. This request is for an estimated appropriation to allow timely payment of refunds should there be more overpayments than anticipated. This appropriation is used for refunds occurring in all areas within the office except special funds.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Missouri Constitution

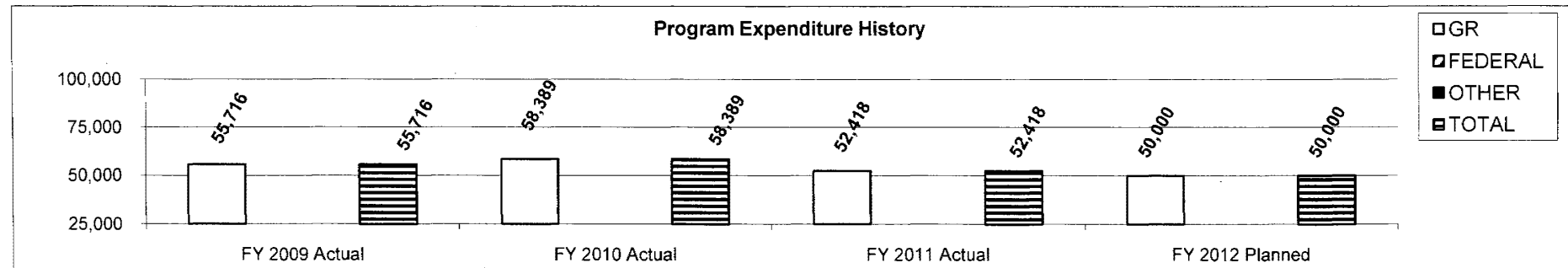
3. Are there federal matching requirements? If yes, please explain.

No

4. Is this a federally mandated program? If yes, please explain.

No

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



PROGRAM DESCRIPTION

Department: Secretary of State

Program Name: Administrative Services

Program is found in the following core budget(s): Refunds

6. What are the sources of the "Other " funds?

None

7a. Provide an effectiveness measure.

None

7b. Provide an efficiency measure.

Rather than return a check for an incorrect amount and delay processing of the filing or other service, this office will deposit the check and refund the excess fee collected. These refunds provide faster and better service for customers of the Office of the Secretary of State.

7c. Provide the number of clients/individuals served, if applicable.

None

7d. Provide a customer satisfaction measure, if available.

None

DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2011	FY 2011	FY 2012	FY 2012	FY 2013	FY 2013	FY 2013	FY 2013	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
INVESTORS' RESTITUTION									
CORE									
PROGRAM-SPECIFIC									
INVESTORS RESTITUTION FUND	1,059,177	0.00	55,000	0.00	55,000	0.00	55,000	0.00	
TOTAL - PD	1,059,177	0.00	55,000	0.00	55,000	0.00	55,000	0.00	
TOTAL	1,059,177	0.00	55,000	0.00	55,000	0.00	55,000	0.00	
GRAND TOTAL	\$1,059,177	0.00	\$55,000	0.00	\$55,000	0.00	\$55,000	0.00	

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CORE DECISION ITEM

Department: Secretary of State					Budget Unit <u>23149C</u>				
Division: Securities									
Core - Investor Restitution Fund									
1. CORE FINANCIAL SUMMARY									
	FY 2013 Budget Request					FY 2013 Governor's Recommendation			
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	0	0	0	0	EE	0	0	0	0
PSD	0	0	55,000	55,000	PSD	0	0	55,000	55,000
TRF	0	0	0	0	TRF	0	0	0	0
Total	0	0	55,000	55,000	Total	0	0	55,000	55,000
				E					E
FTE	0.00	0.00	0.00	0.00	FTE	0.00	0.00	0.00	0.00
Est. Fringe	0	0	0	0	Est. Fringe	0	0	0	0
<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>					<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>				
Other Funds: Investor Restitution (0741)					Other Funds:				
2. CORE DESCRIPTION									
<p>This fund is established under Section 409.6-603(e), RSMo., for preserving and distributing restitution funds obtained through Securities Division enforcement actions to aggrieved investors. During the course of a year, it is never known how much money might be paid into the fund or needed for distribution from the fund. An estimated fund is necessary to allow us to increase the fund and pay aggrieved investors in a timely manner.</p>									
3. PROGRAM LISTING (list programs included in this core funding)									
Investor Restitution									

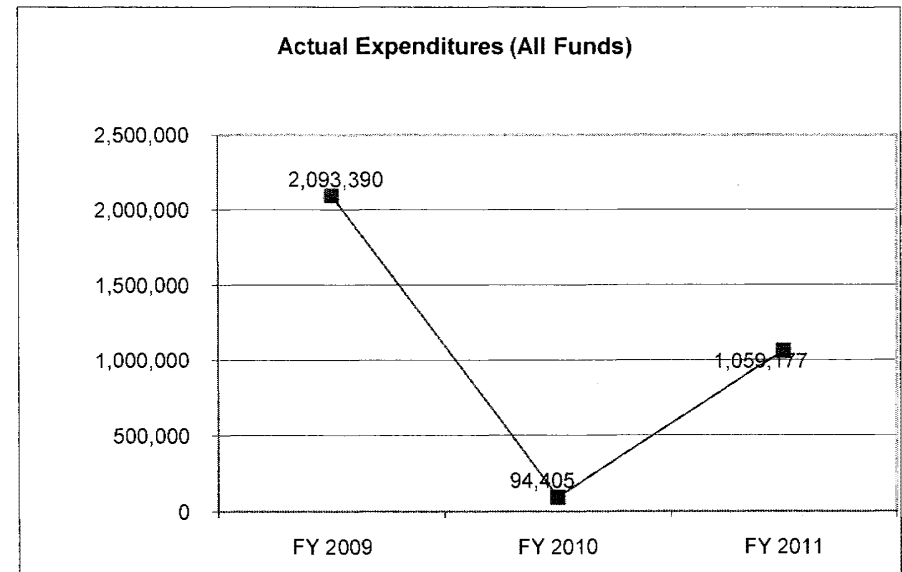
CORE DECISION ITEM

Department: Secretary of State
Division: Securities
Core - Investor Restitution Fund

Budget Unit 23149C

4. FINANCIAL HISTORY

	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Current Yr.
Appropriation (All Funds)	2,094,000	96,000	1,070,000	55,000 E
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	2,094,000	96,000	1,070,000	N/A
Actual Expenditures (All Funds)	2,093,390	94,405	1,059,177	N/A
Unexpended (All Funds)	610	1,595	10,823	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	610	1,595	10,823	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

NOTES: FY2009 included payments to investors from the Investor Restitution Fund related to the global research analyst conflict cases. SEC and state settlements with the firms who violated securities laws provided for: 1) federal restitution to investors; and 2) the payment of penalties to states. Missouri was the only state to dedicate its penalty payments to investor restitution; over the past several years, the Securities Division has worked with the Federal distribution plan managers to arrange for state restitution where federal payments did not result in full restitution.

CORE RECONCILIATION DETAIL

SECRETARY OF STATE
INVESTORS' RESTITUTION

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	PD	0.00	0	0	55,000	55,000	
	Total	0.00	0	0	55,000	55,000	
DEPARTMENT CORE REQUEST							
	PD	0.00	0	0	55,000	55,000	
	Total	0.00	0	0	55,000	55,000	
GOVERNOR'S RECOMMENDED CORE							
	PD	0.00	0	0	55,000	55,000	
	Total	0.00	0	0	55,000	55,000	

DECISION ITEM DETAIL

Budget Unit	FY 2011	FY 2011	FY 2012	FY 2012	FY 2013	FY 2013	FY 2013	FY 2013
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
INVESTORS' RESTITUTION								
CORE								
PROGRAM DISTRIBUTIONS	1,059,177	0.00	55,000	0.00	55,000	0.00	55,000	0.00
TOTAL - PD	1,059,177	0.00	55,000	0.00	55,000	0.00	55,000	0.00
GRAND TOTAL	\$1,059,177	0.00	\$55,000	0.00	\$55,000	0.00	\$55,000	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$1,059,177	0.00	\$55,000	0.00	\$55,000	0.00	\$55,000	0.00

PROGRAM DESCRIPTION

Department: Secretary of State

Program Name: Securities

Program is found in the following core budget(s): Investor Restitution Fund

1. What does this program do?

This fund is established under Section 409.6-603(e), RSMo., for preserving and distributing restitution funds obtained through Securities Division enforcement actions to aggrieved investors.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Section 409.6-603(e), RSMo.

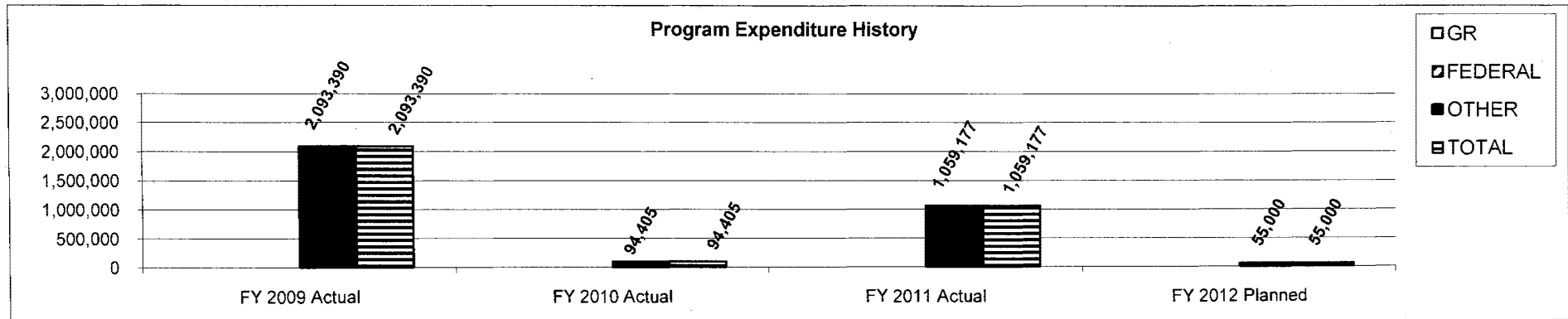
3. Are there federal matching requirements? If yes, please explain.

No

4. Is this a federally mandated program? If yes, please explain.

No

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



PROGRAM DESCRIPTION

Department: Secretary of State

Program Name: Securities

Program is found in the following core budget(s): Investor Restitution Fund

6. What are the sources of the "Other " funds?

Investor Restitution Fund (0741)

7a. Provide an effectiveness measure.

N/A

7b. Provide an efficiency measure.

N/A

7c. Provide the number of clients/individuals served, if applicable.

One-hundred forty seven payments were made to aggrieved investors in FY11

7d. Provide a customer satisfaction measure, if available.

Money is returned to aggrieved investors.

DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2011	FY 2011	FY 2012	FY 2012	FY 2013	FY 2013	FY 2013	FY 2013	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
ELECTIONS PUBLIC NOTICE									
CORE									
EXPENSE & EQUIPMENT									
GENERAL REVENUE	1,020,281	0.00	100,000	0.00	100,000	0.00	100,000	0.00	
TOTAL - EE	1,020,281	0.00	100,000	0.00	100,000	0.00	100,000	0.00	
TOTAL	1,020,281	0.00	100,000	0.00	100,000	0.00	100,000	0.00	
Elections Public Notice - 1231001									
EXPENSE & EQUIPMENT									
GENERAL REVENUE	0	0.00	0	0.00	1,200,000	0.00	1,200,000	0.00	
TOTAL - EE	0	0.00	0	0.00	1,200,000	0.00	1,200,000	0.00	
TOTAL	0	0.00	0	0.00	1,200,000	0.00	1,200,000	0.00	
GRAND TOTAL	\$1,020,281	0.00	\$100,000	0.00	\$1,300,000	0.00	\$1,300,000	0.00	

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CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23151C
Division	Elections		
Core -	Elections Public Notice		

1. CORE FINANCIAL SUMMARY

	FY 2013 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	100,000	0	0	100,000 E
PSD	0	0	0	0
TRF	0	0	0	0
Total	100,000	0	0	100,000 E
FTE	0.00	0.00	0.00	0.00

Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

	FY 2013 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	100,000	0	0	100,000 E
PSD	0	0	0	0
TRF	0	0	0	0
Total	100,000	0	0	100,000 E
FTE	0.00	0.00	0.00	0.00

Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

2. CORE DESCRIPTION

The Missouri Constitution and Section 116.260 RSMo require the Office of the Secretary of State to publish in local newspapers the full text of each statewide ballot measure to be voted on at an election. The expenditure of this requirement is dependent upon how many measures are placed on the ballot by initiative petition or by a joint resolution passed by the General Assembly and an "E" appropriation is necessary.

3. PROGRAM LISTING (list programs included in this core funding)

Elections Public Notice

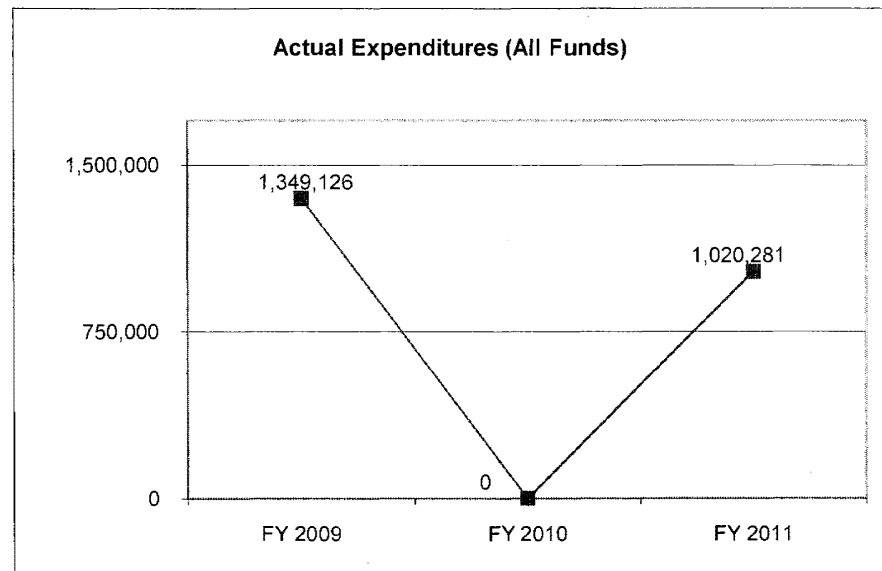
CORE DECISION ITEM

Department Secretary of State
Division Elections
Core - Elections Public Notice

Budget Unit 23151C

4. FINANCIAL HISTORY

	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Current Yr.
Appropriation (All Funds)	1,357,000	100,000	1,300,000	100,000 E
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	1,357,000	100,000	1,300,000	N/A
Actual Expenditures (All Funds)	1,349,126	0	1,020,281	N/A
Unexpended (All Funds)	7,874	100,000	279,719	N/A
Unexpended, by Fund:				
General Revenue	7,874	100,000	279,719	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

NOTES:

CORE RECONCILIATION DETAIL

**SECRETARY OF STATE
ELECTIONS PUBLIC NOTICE**

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	EE	0.00	100,000	0	0	100,000	
	Total	0.00	100,000	0	0	100,000	
DEPARTMENT CORE REQUEST							
	EE	0.00	100,000	0	0	100,000	
	Total	0.00	100,000	0	0	100,000	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	100,000	0	0	100,000	
	Total	0.00	100,000	0	0	100,000	

DECISION ITEM DETAIL

Budget Unit	FY 2011	FY 2011	FY 2012	FY 2012	FY 2013	FY 2013	FY 2013	FY 2013
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
ELECTIONS PUBLIC NOTICE								
CORE								
PROFESSIONAL SERVICES	1,020,281	0.00	100,000	0.00	100,000	0.00	100,000	0.00
TOTAL - EE	1,020,281	0.00	100,000	0.00	100,000	0.00	100,000	0.00
GRAND TOTAL	\$1,020,281	0.00	\$100,000	0.00	\$100,000	0.00	\$100,000	0.00
GENERAL REVENUE	\$1,020,281	0.00	\$100,000	0.00	\$100,000	0.00	\$100,000	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00

PROGRAM DESCRIPTION

Department: Secretary of State

Program Name: Elections

Program is found in the following core budget(s): Elections Public Notice

1. What does this program do?

This requirement provides for the publication in local newspapers of the full text of statewide ballot measures.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Missouri Constitution, Article XII, Section 2b; Section 116.260, RSMo.

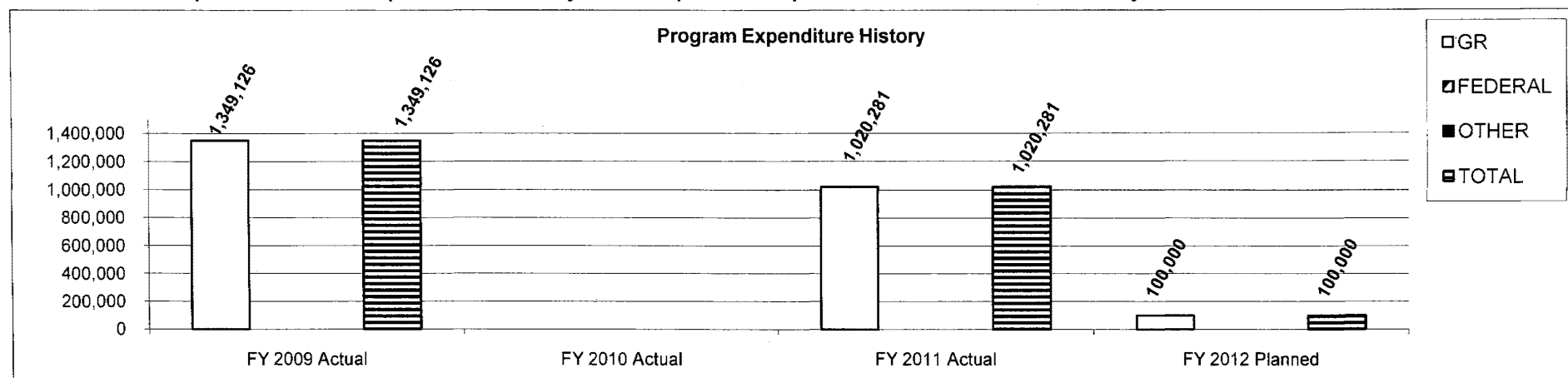
3. Are there federal matching requirements? If yes, please explain.

No

4. Is this a federally mandated program? If yes, please explain.

No

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



PROGRAM DESCRIPTION

Department: Secretary of State

Program Name: Elections

Program is found in the following core budget(s): Elections Public Notice

6. What are the sources of the "Other " funds?

None

7a. Provide an effectiveness measure.

Although a direct measure would be difficult, the intent of the program is to meet the statutory requirement to inform voters of the proposed changes to the state constitution and/or state statutes.

7b. Provide an efficiency measure.

Publishing requirements were met according to the state constitution and state statutes.

7c. Provide the number of clients/individuals served, if applicable.

Citizens of the State of Missouri.

7d. Provide a customer satisfaction measure, if available.

NEW DECISION ITEM																	
RANK: <u>5</u>					OF <u>8</u>												
Department: <u>Secretary of State</u>					Budget Unit <u>23151C</u>												
Division: <u>Elections</u>																	
DI Name: <u>Elections Public Notice</u>					DI#: <u>1231001</u>												
1. AMOUNT OF REQUEST																	
FY 2013 Budget Request					FY 2013 Governor's Recommendation												
	GR	Federal	Other	Total		GR	Fed	Other	Total								
PS	0	0	0	0	PS	0	0	0	0								
EE	1,200,000	0	0	1,200,000 E	EE	1,200,000	0	0	1,200,000 E								
PSD	0	0	0	0	PSD	0	0	0	0								
TRF	0	0	0	0	TRF	0	0	0	0								
Total	1,200,000	0	0	1,200,000 E	Total	1,200,000	0	0	1,200,000 E								
 FTE	 0.00	 0.00	 0.00	 0.00	 FTE	 0.00	 0.00	 0.00	 0.00								
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%;">Est. Fringe</td> <td style="width: 25%; text-align: center;">0</td> <td style="width: 25%; text-align: center;">0</td> <td style="width: 25%; text-align: center;">0</td> </tr> </table>					Est. Fringe	0	0	0	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%;">Est. Fringe</td> <td style="width: 25%; text-align: center;">0</td> <td style="width: 25%; text-align: center;">0</td> <td style="width: 25%; text-align: center;">0</td> </tr> </table>					Est. Fringe	0	0	0
Est. Fringe	0	0	0														
Est. Fringe	0	0	0														
<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>					<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>												
Other Funds:					Other Funds:												
2. THIS REQUEST CAN BE CATEGORIZED AS:																	
<input type="checkbox"/> New Legislation <input type="checkbox"/> Federal Mandate <input type="checkbox"/> GR Pick-Up <input type="checkbox"/> Pay Plan			<input type="checkbox"/> New Program <input type="checkbox"/> Program Expansion <input type="checkbox"/> Space Request <input checked="" type="checkbox"/> Other:			<input type="checkbox"/> Fund Switch <input type="checkbox"/> Cost to Continue <input type="checkbox"/> Equipment Replacement <input type="checkbox"/> Increase to publish election notices in FY13											
3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.																	
Missouri Constitution, Article XII, Section 2b and 116.260 RSMo requires the Secretary of State to publish in local newspapers the full text of each statewide ballot measure to be voted during an election. Additional funds are required to cover the cost of publishing the measures in local newspapers, which provides Missouri voters with information to make informed voting choices. This request will allow the State to meet its constitutional and statutory obligations during FY13.																	
4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)																	

NEW DECISION ITEM																							
RANK: <u>5</u>		OF <u>8</u>																					
Department: <u>Secretary of State</u>					Budget Unit <u>23151C</u>																		
Division: <u>Elections</u>																							
DI Name: <u>Elections Public Notice</u>					DI#: <u>1231001</u>																		
<p>The cost is dependent on the number of measures placed on the ballot by initiative petition or by joint resolution of the General Assembly. It is not possible to predict the number of ballot issues in a given year. This request is for an estimated appropriation of one-time expenditures, which allows for timely payment of participating newspapers if additional issues are brought to the voters. Over the years, the number of issues placed on the ballot in odd-numbered fiscal years has increased. This new decision item is necessary to have funds available to cover the costs of additional ballot measures.</p> <p>Actual expenditures:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">FY2001 - \$1,207,251</td> <td style="width: 50%;">FY2009- \$1,349,126</td> </tr> <tr> <td>FY2002- \$-0-</td> <td>FY2010- \$-0-</td> </tr> <tr> <td>FY2003 - \$1,518,645</td> <td>FY2011- \$1,020,281</td> </tr> <tr> <td>FY2004- \$-0-</td> <td></td> </tr> <tr> <td>FY2005- \$580,513</td> <td></td> </tr> <tr> <td>FY2006- \$-0-</td> <td></td> </tr> <tr> <td>FY2007- \$1,158,155</td> <td></td> </tr> </table>										FY2001 - \$1,207,251	FY2009- \$1,349,126	FY2002- \$-0-	FY2010- \$-0-	FY2003 - \$1,518,645	FY2011- \$1,020,281	FY2004- \$-0-		FY2005- \$580,513		FY2006- \$-0-		FY2007- \$1,158,155	
FY2001 - \$1,207,251	FY2009- \$1,349,126																						
FY2002- \$-0-	FY2010- \$-0-																						
FY2003 - \$1,518,645	FY2011- \$1,020,281																						
FY2004- \$-0-																							
FY2005- \$580,513																							
FY2006- \$-0-																							
FY2007- \$1,158,155																							
5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.																							
Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS														
							0	0.0															
							0	0.0															
Total PS	0	0.0	0	0.0	0	0.0	0	0.0	0														
Professional Services (BOBC 400)	1,200,000						1,200,000		1,200,000														
Total EE	1,200,000		0		0		1,200,000		1,200,000														
	0				0		0																
Total PSD	0		0		0		0		0														
Transfers																							
Total TRF	0		0		0		0		0														
Grand Total	1,200,000	0.0	0	0.0	0	0.0	1,200,000	0.0	1,200,000														

NEW DECISION ITEM									
RANK: <u>5</u> OF <u>8</u>									
Department: <u>Secretary of State</u>					Budget Unit <u>23151C</u>				
Division: <u>Elections</u>									
DI Name: <u>Elections Public Notice</u>					DI#: <u>1231001</u>				
Budget Object Class/Job Class	Gov Rec GR DOLLARS	Gov Rec GR FTE	Gov Rec FED DOLLARS	Gov Rec FED FTE	Gov Rec OTHER DOLLARS	Gov Rec OTHER FTE	Gov Rec TOTAL DOLLARS	Gov Rec TOTAL FTE	Gov Rec One-Time DOLLARS
							0	0.0	
							0	0.0	
Total PS	0	0.0	0	0.0	0	0.0	0	0.0	0
Professional Services (BOBC 400)	1,200,000						1,200,000		1,200,000
Total EE	1,200,000		0		0		1,200,000		1,200,000
	0		0		0		0		0
Total PSD	0		0		0		0		0
	0		0		0		0		0
Total TRF	0		0		0		0		0
Grand Total	1,200,000	0.0	0	0.0	0	0.0	1,200,000	0.0	1,200,000
6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional funding.)									
6a. Provide an effectiveness measure. Additional funding will permit the Secretary of State to meet statutory requirements to inform voters of the proposed changes to the state Constitution and/or state statutes.					6b. Provide an efficiency measure. Publishing requirements will be met according to the state Constitution and state statutes.				
6c. Provide the number of clients/individuals served, if applicable. All registered Missouri voters.					6d. Provide a customer satisfaction measure, if available.				
7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:									
The Secretary of State will comply with state statutes relating to publication of statewide ballot measures.									

DECISION ITEM DETAIL

Budget Unit	FY 2011	FY 2011	FY 2012	FY 2012	FY 2013	FY 2013	FY 2013	FY 2013
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
ELECTIONS PUBLIC NOTICE								
Elections Public Notice - 1231001								
PROFESSIONAL SERVICES	0	0.00	0	0.00	1,200,000	0.00	1,200,000	0.00
TOTAL - EE	0	0.00	0	0.00	1,200,000	0.00	1,200,000	0.00
GRAND TOTAL	\$0	0.00	\$0	0.00	\$1,200,000	0.00	\$1,200,000	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$1,200,000	0.00	\$1,200,000	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00

DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2011	FY 2011	FY 2012	FY 2012	FY 2013	FY 2013	FY 2013	FY 2013	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
ABSENTEE BALLOTS									
CORE									
EXPENSE & EQUIPMENT									
GENERAL REVENUE	185	0.00	1,000	0.00	1,000	0.00	1,000	0.00	
TOTAL - EE	185	0.00	1,000	0.00	1,000	0.00	1,000	0.00	
PROGRAM-SPECIFIC									
GENERAL REVENUE	81,156	0.00	49,000	0.00	49,000	0.00	49,000	0.00	
TOTAL - PD	81,156	0.00	49,000	0.00	49,000	0.00	49,000	0.00	
TOTAL	81,341	0.00	50,000	0.00	50,000	0.00	50,000	0.00	
Absentee Ballots - 1231002									
EXPENSE & EQUIPMENT									
GENERAL REVENUE	0	0.00	0	0.00	1,000	0.00	1,000	0.00	
TOTAL - EE	0	0.00	0	0.00	1,000	0.00	1,000	0.00	
PROGRAM-SPECIFIC									
GENERAL REVENUE	0	0.00	0	0.00	29,000	0.00	29,000	0.00	
TOTAL - PD	0	0.00	0	0.00	29,000	0.00	29,000	0.00	
TOTAL	0	0.00	0	0.00	30,000	0.00	30,000	0.00	
GRAND TOTAL	\$81,341	0.00	\$50,000	0.00	\$80,000	0.00	\$80,000	0.00	

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CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23148C
Division	Elections		
Core -	Absentee Ballots		

1. CORE FINANCIAL SUMMARY

	FY 2013 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	1,000	0	0	1,000 E
PSD	49,000	0	0	49,000 E
TRF	0	0	0	0
Total	50,000	0	0	50,000 E
FTE	0.00	0.00	0.00	0.00

Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

	FY 2013 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	1,000	0	0	1,000 E
PSD	49,000	0	0	49,000 E
TRF	0	0	0	0
Total	50,000	0	0	50,000 E
FTE	0.00	0.00	0.00	0.00

Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

2. CORE DESCRIPTION

This core is to allow the Elections Division to pay election authorities for using business reply permit on absentee envelopes returned by voters in accordance with 115.285 RSMo. The Secretary of State reimburses counties for these expenses so voters are not required to pay postage for returning an absentee ballot through the mail.

3. PROGRAM LISTING (list programs included in this core funding)

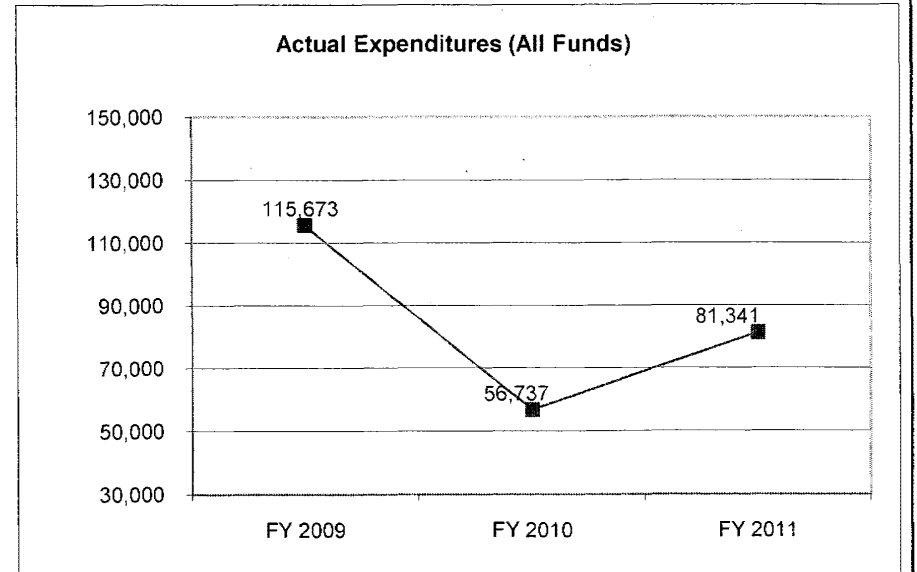
Absentee Ballots

CORE DECISION ITEM

Department	Secretary of State	Budget Unit <u>23148C</u>
Division	Elections	
Core -	Absentee Ballots	

4. FINANCIAL HISTORY

	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Current Yr.
Appropriation (All Funds)	117,527	62,000	81,915	50,000 E
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	117,527	62,000	81,915	N/A
Actual Expenditures (All Funds)	115,673	56,737	81,341	N/A
Unexpended (All Funds)	1,854	5,263	574	N/A
Unexpended, by Fund:				
General Revenue	1,854	5,263	574	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

NOTES:

CORE RECONCILIATION DETAIL

SECRETARY OF STATE

ABSENTEE BALLOTS

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	EE	0.00	1,000	0	0	1,000	
	PD	0.00	49,000	0	0	49,000	
	Total	0.00	50,000	0	0	50,000	
DEPARTMENT CORE REQUEST							
	EE	0.00	1,000	0	0	1,000	
	PD	0.00	49,000	0	0	49,000	
	Total	0.00	50,000	0	0	50,000	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	1,000	0	0	1,000	
	PD	0.00	49,000	0	0	49,000	
	Total	0.00	50,000	0	0	50,000	

DECISION ITEM DETAIL

Budget Unit	FY 2011	FY 2011	FY 2012	FY 2012	FY 2013	FY 2013	FY 2013	FY 2013
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
ABSENTEE BALLOTS								
CORE								
SUPPLIES	185	0.00	1,000	0.00	1,000	0.00	1,000	0.00
TOTAL - EE	185	0.00	1,000	0.00	1,000	0.00	1,000	0.00
PROGRAM DISTRIBUTIONS	81,156	0.00	49,000	0.00	49,000	0.00	49,000	0.00
TOTAL - PD	81,156	0.00	49,000	0.00	49,000	0.00	49,000	0.00
GRAND TOTAL	\$81,341	0.00	\$50,000	0.00	\$50,000	0.00	\$50,000	0.00
GENERAL REVENUE	\$81,341	0.00	\$50,000	0.00	\$50,000	0.00	\$50,000	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00

PROGRAM DESCRIPTION

Department: Secretary of State

Program Name: Elections

Program is found in the following core budget(s): Absentee Ballots

1. What does this program do?

This program allows voters to return their absentee ballots to their local election authority at no expense to the voter. The local election authority prints a business reply permit on absentee ballot envelopes. The Secretary of State, through this appropriation, reimburses the local election authority for the expenses incurred.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Section 115.285, RSMo.

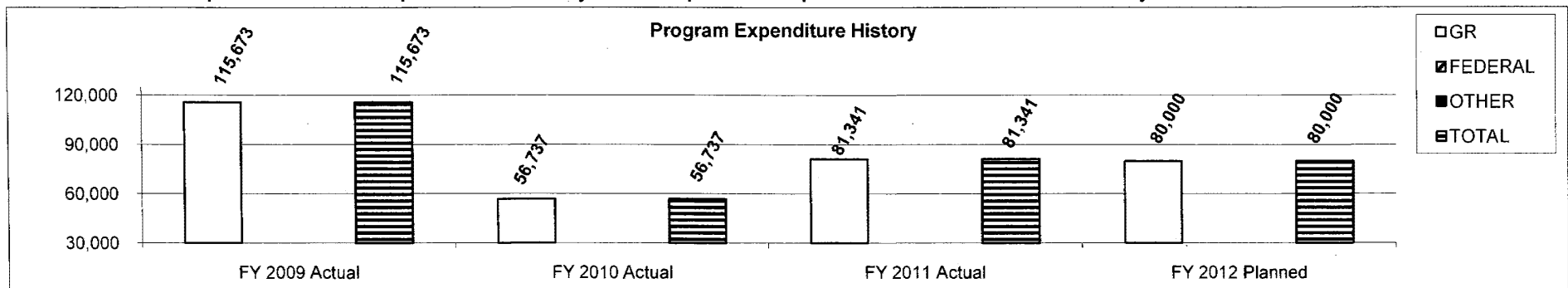
3. Are there federal matching requirements? If yes, please explain.

No

4. Is this a federally mandated program? If yes, please explain.

No

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



6. What are the sources of the "Other " funds?

None

PROGRAM DESCRIPTION

Department: Secretary of State

Program Name: Elections

Program is found n the following core budget(s): Absentee Ballots

7a. Provide an effectiveness measure.

Since the enactment of this law in 1999, voters incur no expense to vote absentee by mail.

7b. Provide an efficiency measure.

Payments to local elections authorities are made, if possible, within 10 days of submission date.

7c. Provide the number of clients/individuals served, if applicable.

116 local elections authorities and thousands of absentee voters.

In Calendar Year 2006, 125,538 absentee ballots were cast.

In Calendar Year 2008, 344,199 absentee ballots were cast.

In Calendar Year 2010, 173,639 absentee ballots were cast.

7d. Provide a customer satisfaction measure, if available.

NEW DECISION ITEM RANK: 6 OF 8									
Department: Secretary of State					Budget Unit				
Division: Elections									
DI Name: Absentee Ballots New Decision Item					DI#: 1231002				
1. AMOUNT OF REQUEST									
FY 2013 Budget Request					FY 2013 Governor's Recommendation				
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	1,000	0	0	1,000 E	EE	1,000	0	0	1,000 E
PSD	29,000	0	0	29,000 E	PSD	29,000	0	0	29,000 E
TRF	0	0	0	0	TRF	0	0	0	0
Total	30,000	0	0	30,000 E	Total	30,000	0	0	30,000 E
FTE	0.00	0.00	0.00	0.00	FTE	0.00	0.00	0.00	0.00
Est. Fringe	0	0	0	0	Est. Fringe	0	0	0	0
<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>					<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>				
Other Funds:					Other Funds:				
2. THIS REQUEST CAN BE CATEGORIZED AS:									
<input type="checkbox"/> New Legislation			<input type="checkbox"/> New Program			<input type="checkbox"/> Fund Switch			
<input type="checkbox"/> Federal Mandate			<input type="checkbox"/> Program Expansion			<input type="checkbox"/> Cost to Continue			
<input type="checkbox"/> GR Pick-Up			<input type="checkbox"/> Space Request			<input type="checkbox"/> Equipment Replacement			
<input type="checkbox"/> Pay Plan			<input checked="" type="checkbox"/> Other:			Legislation 115.285 RSMo			
3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.									
This program allows for voters to return their absentee ballots to local election authorities at no expense to the voter. The local election authority prints a business reply permit on absentee envelopes. As required by Section 115.285 RSMo, the Secretary of State, through this appropriation, reimburses the local election authorities for the expenses incurred.									

NEW DECISION ITEM																																																																																																																							
RANK: <u>6</u> OF <u>8</u>																																																																																																																							
Department: Secretary of State					Budget Unit _____																																																																																																																		
Division: Elections																																																																																																																							
DI Name: Absentee Ballots New Decision Item					DI#: 1231002																																																																																																																		
<p>4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)</p> <p style="text-align: center; padding: 20px;">As a result of the cyclical nature of elections, the expense of this program will increase in FY13 from the current fiscal year. In FY 13, there will be primary and general elections held for Federal and State Senate and House races as well as the State Auditor race.</p>																																																																																																																							
<p>5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Budget Object Class/Job Class</th> <th style="text-align: center;">Dept Req GR DOLLARS</th> <th style="text-align: center;">Dept Req GR FTE</th> <th style="text-align: center;">Dept Req FED DOLLARS</th> <th style="text-align: center;">Dept Req FED FTE</th> <th style="text-align: center;">Dept Req OTHER DOLLARS</th> <th style="text-align: center;">Dept Req OTHER FTE</th> <th style="text-align: center;">Dept Req TOTAL DOLLARS</th> <th style="text-align: center;">Dept Req TOTAL FTE</th> <th style="text-align: center;">Dept Req One-Time DOLLARS</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: right;">0</td> <td style="text-align: right;">0.0</td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td style="text-align: right;">0</td> <td style="text-align: right;">0.0</td> <td></td> </tr> <tr> <td>Total PS</td> <td style="text-align: right;">0</td> <td style="text-align: right;">0.0</td> <td style="text-align: right;">0</td> <td style="text-align: right;">0.0</td> <td style="text-align: right;">0</td> <td style="text-align: right;">0.0</td> <td style="text-align: right;">0</td> <td style="text-align: right;">0.0</td> <td style="text-align: right;">0</td> </tr> <tr> <td>Supplies BOBC 190</td> <td style="text-align: right;">1,000</td> <td></td> <td style="text-align: right;">0</td> <td></td> <td style="text-align: right;">0</td> <td></td> <td style="text-align: right;">1,000</td> <td></td> <td style="text-align: right;">1,000</td> </tr> <tr> <td></td> <td style="text-align: right;">1,000</td> <td></td> <td style="text-align: right;">0</td> <td></td> <td style="text-align: right;">0</td> <td></td> <td style="text-align: right;">1,000</td> <td></td> <td style="text-align: right;">1,000</td> </tr> <tr> <td>Total EE</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Program Distributions BOBC 800</td> <td style="text-align: right;">29,000</td> <td></td> <td style="text-align: right;">0</td> <td></td> <td style="text-align: right;">0</td> <td></td> <td style="text-align: right;">29,000</td> <td></td> <td style="text-align: right;">29,000</td> </tr> <tr> <td>Total PSD</td> <td style="text-align: right;">29,000</td> <td></td> <td style="text-align: right;">0</td> <td></td> <td style="text-align: right;">0</td> <td></td> <td style="text-align: right;">29,000</td> <td></td> <td style="text-align: right;">29,000</td> </tr> <tr> <td>Total TRF</td> <td style="text-align: right;">0</td> <td></td> <td style="text-align: right;">0</td> <td></td> <td style="text-align: right;">0</td> <td></td> <td style="text-align: right;">0</td> <td></td> <td style="text-align: right;">0</td> </tr> <tr> <td>Grand Total</td> <td style="text-align: right;">30,000</td> <td style="text-align: right;">0.0</td> <td style="text-align: right;">0</td> <td style="text-align: right;">0.0</td> <td style="text-align: right;">0</td> <td style="text-align: right;">0.0</td> <td style="text-align: right;">30,000</td> <td style="text-align: right;">0.0</td> <td style="text-align: right;">30,000</td> </tr> </tbody> </table>										Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS								0	0.0									0	0.0		Total PS	0	0.0	0	0.0	0	0.0	0	0.0	0	Supplies BOBC 190	1,000		0		0		1,000		1,000		1,000		0		0		1,000		1,000	Total EE										Program Distributions BOBC 800	29,000		0		0		29,000		29,000	Total PSD	29,000		0		0		29,000		29,000	Total TRF	0		0		0		0		0	Grand Total	30,000	0.0	0	0.0	0	0.0	30,000	0.0	30,000
Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS																																																																																																														
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Grand Total	30,000	0.0	0	0.0	0	0.0	30,000	0.0	30,000																																																																																																														

NEW DECISION ITEM										
RANK: <u>6</u> OF <u>8</u>										
Department: Secretary of State				Budget Unit _____						
Division: Elections										
DI Name: Absentee Ballots New Decision Item				DI#: 1231002						
Budget Object Class/Job Class	Gov Rec GR DOLLARS	Gov Rec GR FTE	Gov Rec FED DOLLARS	Gov Rec FED FTE	Gov Rec OTHER DOLLARS	Gov Rec OTHER FTE	Gov Rec TOTAL DOLLARS	Gov Rec TOTAL FTE	Gov Rec One-Time DOLLARS	
							0	0.0		
							0	0.0		
Total PS	0	0.0	0	0.0	0	0.0	0	0.0		0
Supplies BOBC 190	1,000						1,000			0
Total EE	1,000		0		0		1,000			0
Program Distributions BOBC 800	29,000				0		29,000			0
Total PSD	29,000		0		0		29,000			0
Transfers										
Total TRF	0		0		0		0			0
Grand Total	30,000	0.0	0	0.0	0	0.0	30,000	0.0		0

6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional funding.)

<p>6a. Provide an effectiveness measure. Additional funding will ensure that voters incur no expense to vote absentee by mail.</p>	<p>6b. Provide an efficiency measure. Payments to local election authorities are made, if possible, within 10 days of submission date.</p>
<p>6c. Provide the number of clients/individuals served, if applicable. Qualified registered Missouri voters</p>	<p>6d. Provide a customer satisfaction measure, if available.</p>

7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:

The Secretary of State, through this appropriation, will reimburse local election authorities for the expenses incurred in printing a business reply permit on absentee envelopes.

DECISION ITEM DETAIL

Budget Unit	FY 2011	FY 2011	FY 2012	FY 2012	FY 2013	FY 2013	FY 2013	FY 2013
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
ABSENTEE BALLOTS								
Absentee Ballots - 1231002								
PROFESSIONAL SERVICES	0	0.00	0	0.00	1,000	0.00	1,000	0.00
TOTAL - EE	0	0.00	0	0.00	1,000	0.00	1,000	0.00
PROGRAM DISTRIBUTIONS	0	0.00	0	0.00	29,000	0.00	29,000	0.00
TOTAL - PD	0	0.00	0	0.00	29,000	0.00	29,000	0.00
GRAND TOTAL	\$0	0.00	\$0	0.00	\$30,000	0.00	\$30,000	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$30,000	0.00	\$30,000	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00

DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2011	FY 2011	FY 2012	FY 2012	FY 2013	FY 2013	FY 2013	FY 2013
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
ELECTION PRINTING								
CORE								
EXPENSE & EQUIPMENT								
GENERAL REVENUE	0	0.00	21,395	0.00	0	0.00	0	0.00
TOTAL - EE	0	0.00	21,395	0.00	0	0.00	0	0.00
TOTAL	0	0.00	21,395	0.00	0	0.00	0	0.00
GRAND TOTAL	\$0	0.00	\$21,395	0.00	\$0	0.00	\$0	0.00

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CORE RECONCILIATION DETAIL

SECRETARY OF STATE

ELECTION PRINTING

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	EE	0.00	21,395	0	0	21,395	
	Total	0.00	21,395	0	0	21,395	
DEPARTMENT CORE ADJUSTMENTS							
Core Reduction 1125 6195	EE	0.00	(21,395)	0	0	(21,395)	Cost to be absorbed using another appropriation.
NET DEPARTMENT CHANGES		0.00	(21,395)	0	0	(21,395)	
DEPARTMENT CORE REQUEST							
	EE	0.00	0	0	0	0	
	Total	0.00	0	0	0	0	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	0	0	0	0	
	Total	0.00	0	0	0	0	

DECISION ITEM DETAIL

Budget Unit	FY 2011	FY 2011	FY 2012	FY 2012	FY 2013	FY 2013	FY 2013	FY 2013
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
ELECTION PRINTING								
CORE								
PROFESSIONAL SERVICES	0	0.00	21,395	0.00	0	0.00	0	0.00
TOTAL - EE	0	0.00	21,395	0.00	0	0.00	0	0.00
GRAND TOTAL	\$0	0.00	\$21,395	0.00	\$0	0.00	\$0	0.00
GENERAL REVENUE	\$0	0.00	\$21,395	0.00	\$0	0.00		0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00

DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2011	FY 2011	FY 2012	FY 2012	FY 2013	FY 2013	FY 2013	FY 2013	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
FEDERAL ELECTION REFORM									
CORE									
EXPENSE & EQUIPMENT									
ELECTION ADMIN IMPROVEMENT	2,225,243	0.00	3,777,182	0.00	3,776,077	0.00	3,776,077	0.00	
ELECTION IMPROV REVOLVING LOAN	79,361	0.00	196,185	0.00	196,185	0.00	196,185	0.00	
TOTAL - EE	2,304,604	0.00	3,973,367	0.00	3,972,262	0.00	3,972,262	0.00	
PROGRAM-SPECIFIC									
ELECTION ADMIN IMPROVEMENT	3,345,224	0.00	5,190,418	0.00	5,190,418	0.00	5,190,418	0.00	
ELECTION IMPROV REVOLVING LOAN	201,988	0.00	200,000	0.00	200,000	0.00	200,000	0.00	
TOTAL - PD	3,547,212	0.00	5,390,418	0.00	5,390,418	0.00	5,390,418	0.00	
TOTAL	5,851,816	0.00	9,363,785	0.00	9,362,680	0.00	9,362,680	0.00	
GRAND TOTAL	\$5,851,816	0.00	\$9,363,785	0.00	\$9,362,680	0.00	\$9,362,680	0.00	

CORE DECISION ITEM

Department	Secretary of State	Budget Unit 23153C
Division	Elections	
Core -	Federal Election Reform	

1. CORE FINANCIAL SUMMARY									
FY 2013 Budget Request					FY 2013 Governor's Recommendation				
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	0	3,972,262	0	3,972,262 E	EE	0	3,972,262	0	3,972,262 E
PSD	0	5,390,418	0	5,390,418 E	PSD	0	5,390,418	0	5,390,418 E
TRF	0	0	0	0	TRF	0	0	0	0
Total	0	9,362,680	0	9,362,680 E	Total	0	9,362,680	0	9,362,680 E
 FTE	 0.00	 0.00	 0.00	 0.00	 FTE	 0.00	 0.00	 0.00	 0.00

Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

2. CORE DESCRIPTION
<p>This program provides federal funds to states to improve the administration of elections. This includes updating voting equipment, improving access of the elections process to those with disabilities, updating a statewide voter registration database with access by all local election authorities, and creating voter education and poll worker training programs. Federal funds have been received through guidelines of the US Elections Assistance Commission and interest has accrued. The core amount requested has been reduced due to declining federal funds. A transfer from the Special Elections Subsidy Fund is made annually that provides for Federally required matching and maintenance of effort requirements and supports the Help America Vote Act activities.</p>

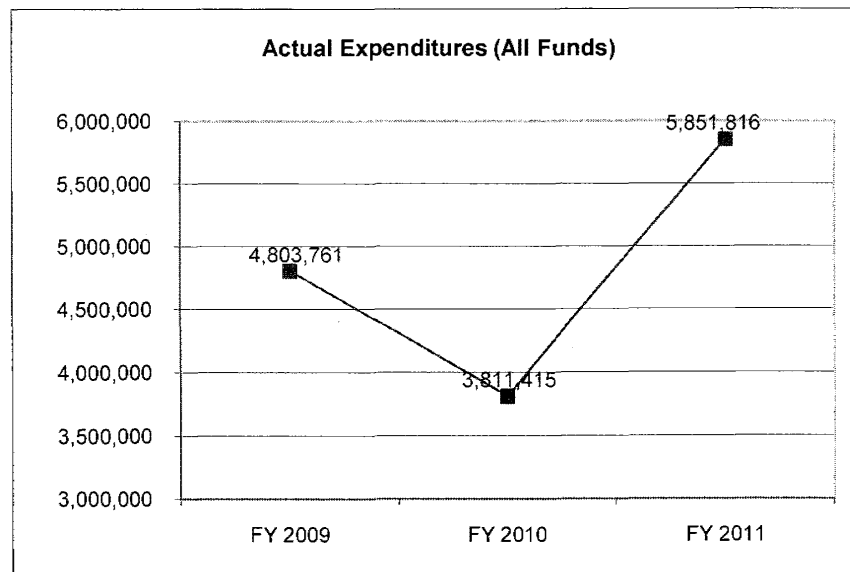
3. PROGRAM LISTING (list programs included in this core funding)
<p>Federal Election Reform</p>

CORE DECISION ITEM

Department	Secretary of State	Budget Unit 23153C
Division	Elections	
Core -	Federal Election Reform	

4. FINANCIAL HISTORY

	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Current Yr.
Appropriation (All Funds)	13,970,343	13,709,152	12,209,152	9,363,785 E
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	13,970,343	13,709,152	12,209,152	N/A
Actual Expenditures (All Funds)	4,803,761	3,811,415	5,851,816	N/A
Unexpended (All Funds)	9,166,582	9,897,737	6,357,336	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	9,166,582	9,897,737	6,357,336	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

NOTES: Personal services (6 FTE) were transferred to the operating core in FY10.

CORE RECONCILIATION DETAIL

**SECRETARY OF STATE
FEDERAL ELECTION REFORM**

5. CORE RECONCILIATION DETAIL

		Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES								
	EE		0.00	0	3,973,367	0	3,973,367	
	PD		0.00	0	5,390,418	0	5,390,418	
	Total		0.00	0	9,363,785	0	9,363,785	
DEPARTMENT CORE ADJUSTMENTS								
Core Reallocation	1093 3562	EE	0.00	0	(1,105)	0	(1,105)	Reallocation of funds using flexibility.
NET DEPARTMENT CHANGES			0.00	0	(1,105)	0	(1,105)	
DEPARTMENT CORE REQUEST								
	EE		0.00	0	3,972,262	0	3,972,262	
	PD		0.00	0	5,390,418	0	5,390,418	
	Total		0.00	0	9,362,680	0	9,362,680	
GOVERNOR'S RECOMMENDED CORE								
	EE		0.00	0	3,972,262	0	3,972,262	
	PD		0.00	0	5,390,418	0	5,390,418	
	Total		0.00	0	9,362,680	0	9,362,680	

DECISION ITEM DETAIL

Budget Unit	FY 2011	FY 2011	FY 2012	FY 2012	FY 2013	FY 2013	FY 2013	FY 2013
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
FEDERAL ELECTION REFORM								
CORE								
TRAVEL, IN-STATE	3,537	0.00	2,501	0.00	2,501	0.00	2,501	0.00
TRAVEL, OUT-OF-STATE	0	0.00	2,500	0.00	2,500	0.00	2,500	0.00
SUPPLIES	139,195	0.00	148,186	0.00	148,186	0.00	148,186	0.00
PROFESSIONAL DEVELOPMENT	6,257	0.00	100	0.00	100	0.00	100	0.00
COMMUNICATION SERV & SUPP	143,305	0.00	103,000	0.00	103,000	0.00	103,000	0.00
PROFESSIONAL SERVICES	424,770	0.00	265,001	0.00	263,896	0.00	263,896	0.00
M&R SERVICES	1,131,323	0.00	2,452,071	0.00	2,452,071	0.00	2,452,071	0.00
COMPUTER EQUIPMENT	454,360	0.00	1,000,002	0.00	1,000,002	0.00	1,000,002	0.00
OTHER EQUIPMENT	310	0.00	1	0.00	1	0.00	1	0.00
BUILDING LEASE PAYMENTS	1,000	0.00	1	0.00	1	0.00	1	0.00
EQUIPMENT RENTALS & LEASES	0	0.00	2	0.00	2	0.00	2	0.00
MISCELLANEOUS EXPENSES	547	0.00	2	0.00	2	0.00	2	0.00
TOTAL - EE	2,304,604	0.00	3,973,367	0.00	3,972,262	0.00	3,972,262	0.00
PROGRAM DISTRIBUTIONS	3,547,180	0.00	5,390,416	0.00	5,390,416	0.00	5,390,416	0.00
REFUNDS	32	0.00	2	0.00	2	0.00	2	0.00
TOTAL - PD	3,547,212	0.00	5,390,418	0.00	5,390,418	0.00	5,390,418	0.00
GRAND TOTAL	\$5,851,816	0.00	\$9,363,785	0.00	\$9,362,680	0.00	\$9,362,680	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$5,851,816	0.00	\$9,363,785	0.00	\$9,362,680	0.00	\$9,362,680	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00

PROGRAM DESCRIPTION

Department: Secretary of State

Program Name: Elections

Program is found in the following core budget(s): Federal Election Reform

1. What does this program do?

The Help America Vote Act of 2002, passed by the United States Congress, provides federal funds to states to improve the administration of elections. This includes upgrading voting equipment, improving access to the elections process for those with disabilities, updating a statewide voter registration database with access by all local election authorities, election improvements, and creating voter education and poll worker training programs.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Help America Vote Act of 2002 and HB 511 (2003)

3. Are there federal matching requirements? If yes, please explain.

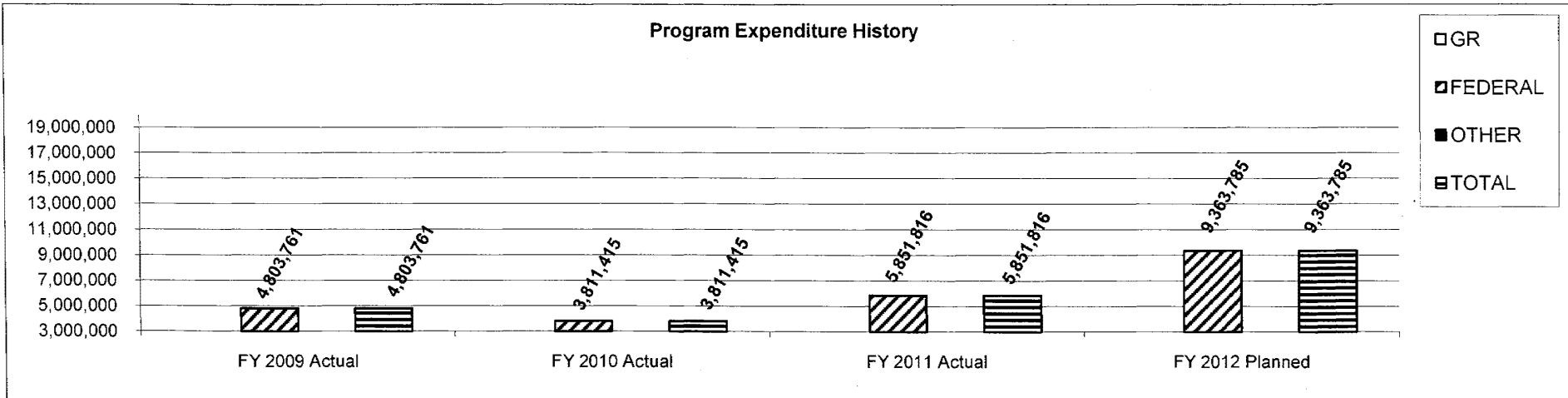
Federal law requires that Missouri maintain expenditures for the Elections Division for the Office of the Secretary of State at the same level or greater than for the state fiscal year ending June 30, 2000.

4. Is this a federally mandated program? If yes, please explain.

Yes, it is mandated by the Help America Vote Act, passed by Congress in 2002.

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.

Program Expenditure History



PROGRAM DESCRIPTION

Department: Secretary of State

Program Name: Elections

Program is found in the following core budget(s): Federal Election Reform

6. What are the sources of the "Other " funds?

Election Administration Improvement Fund (HAVA) (0157); Election Improvement Revolving Loan Fund (HHS) (0158)

7a. Provide an effectiveness measure.

The Secretary of State must comply with HAVA and state election laws to provide for the distribution and monitoring of federal funds, voter education, poll worker training, voting system qualification, maintenance of the statewide voter registration database, and other election related activities.

7b. Provide an efficiency measure.

The timely disbursement of federal funds to local election authorities in order to minimize the time elapsing between the transfer of funds from the state and subsequent disbursement by the election authority.

7c. Provide the number of clients/individuals served, if applicable.

116 local election authorities and thousands of Missouri voters.

7d. Provide a customer satisfaction measure, if available.

A statewide voter registration database accessible to all election authorities has been implemented and ongoing maintenance and enhancements are being made to better serve the needs of the local election authorities; poll workers, including election judges, are receiving ongoing training to comply with HAVA regulations; LEAs have been offered poll worker training; information on voter registration and polling place look up have been made available on the SOS website; complaint procedures have been implemented; initiative and referendum petitions submitted have been timely processed; over seven million dollars worth of grants have been made available to LEAs for the 2012 election cycle, close to \$2 million has been made available in the past two fiscal years for voter list maintenance activities and nearly \$2 million dollars is being made available during the upcoming two fiscal years.

DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2011	FY 2011	FY 2012	FY 2012	FY 2013	FY 2013	FY 2013	FY 2013	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
ELECTION COSTS TRANSFER									
CORE									
FUND TRANSFERS									
GENERAL REVENUE	4,284,000	0.00	4,284,000	0.00	4,284,000	0.00	4,284,000	0.00	
TOTAL - TRF	4,284,000	0.00	4,284,000	0.00	4,284,000	0.00	4,284,000	0.00	
TOTAL	4,284,000	0.00	4,284,000	0.00	4,284,000	0.00	4,284,000	0.00	
GRAND TOTAL	\$4,284,000	0.00	\$4,284,000	0.00	\$4,284,000	0.00	\$4,284,000	0.00	

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CORE DECISION ITEM

Department	Secretary of State					Budget Unit	23154C			
Division	Elections									
Core -	Election Costs Transfer									

1. CORE FINANCIAL SUMMARY

	FY 2013 Budget Request						FY 2013 Governor's Recommendation					
	GR	Federal	Other	Total			GR	Fed	Other	Total		
PS	0	0	0	0			0	0	0	0		
EE	0	0	0	0			0	0	0	0		
PSD	0	0	0	0			0	0	0	0		
TRF	4,284,000	0	0	4,284,000	E		4,284,000	0	0	4,284,000	E	
Total	4,284,000	0	0	4,284,000	E		4,284,000	0	0	4,284,000	E	
 FTE	 0.00	 0.00	 0.00	 0.00			 0.00	 0.00	 0.00	 0.00		

Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

Other Funds:

2. CORE DESCRIPTION

The State must pay proportional costs for special elections of two or more political subdivisions. As required by 115.077 RSMo, the Secretary of State will transfer from general revenue to the state election subsidy fund an amount not less than that expended in FY2000, which was \$4,284,000.

3. PROGRAM LISTING (list programs included in this core funding)

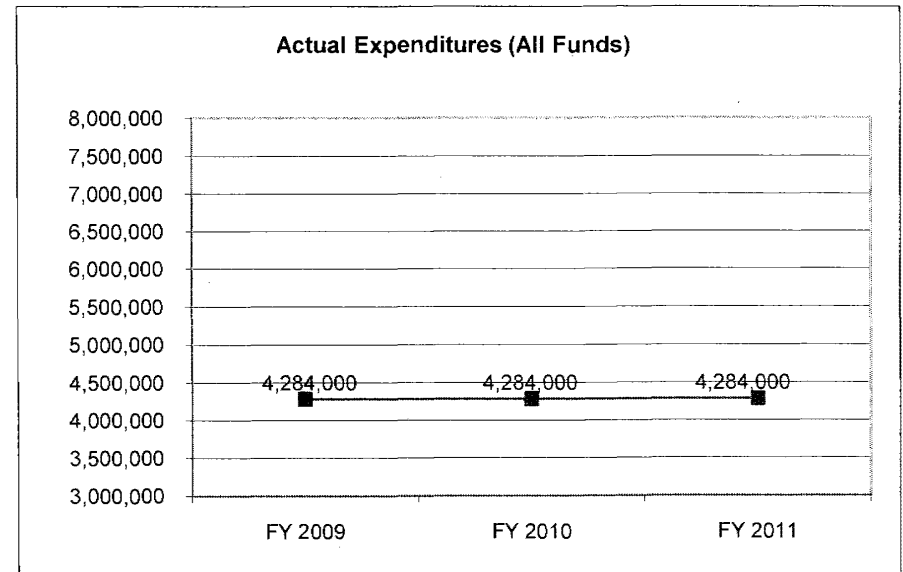
Special election costs

CORE DECISION ITEM

Department	Secretary of State	Budget Unit <u>23154C</u>
Division	Elections	
Core -	Election Costs Transfer	

4. FINANCIAL HISTORY

	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Current Yr.	
Appropriation (All Funds)	4,284,000	4,284,000	4,284,000	4,284,000	E
Less Reverted (All Funds)	0	0	0	N/A	
Budget Authority (All Funds)	4,284,000	4,284,000	4,284,000	N/A	
Actual Expenditures (All Funds)	4,284,000	4,284,000	4,284,000	N/A	
Unexpended (All Funds)	0	0	0	N/A	
Unexpended, by Fund:					
General Revenue	0	0	0	N/A	
Federal	0	0	0	N/A	
Other	0	0	0	N/A	



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

NOTES:

Appropriation was increased in FY08 due to the Presidential Preference Primary.

CORE RECONCILIATION DETAIL

SECRETARY OF STATE
ELECTION COSTS TRANSFER

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	TRF	0.00	4,284,000	0	0	4,284,000	
	Total	0.00	4,284,000	0	0	4,284,000	
DEPARTMENT CORE REQUEST							
	TRF	0.00	4,284,000	0	0	4,284,000	
	Total	0.00	4,284,000	0	0	4,284,000	
GOVERNOR'S RECOMMENDED CORE							
	TRF	0.00	4,284,000	0	0	4,284,000	
	Total	0.00	4,284,000	0	0	4,284,000	

DECISION ITEM DETAIL

Budget Unit	FY 2011	FY 2011	FY 2012	FY 2012	FY 2013	FY 2013	FY 2013	FY 2013
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
ELECTION COSTS TRANSFER								
CORE								
TRANSFERS OUT	4,284,000	0.00	4,284,000	0.00	4,284,000	0.00	4,284,000	0.00
TOTAL - TRF	4,284,000	0.00	4,284,000	0.00	4,284,000	0.00	4,284,000	0.00
GRAND TOTAL	\$4,284,000	0.00	\$4,284,000	0.00	\$4,284,000	0.00	\$4,284,000	0.00
GENERAL REVENUE	\$4,284,000	0.00	\$4,284,000	0.00	\$4,284,000	0.00	\$4,284,000	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00

PROGRAM DESCRIPTION

Department: Secretary of State

Program Name: Election Costs Transfer

Program is found in the following core budget(s): Elections

1. What does this program do?

The State must pay proportional costs for special elections of two or more political subdivisions. The number of special elections in each fiscal year is unknown. The Secretary of State must transfer from general revenue to the state election subsidy an amount not less than that expended in FY2000, which was \$4,284,000.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Sections 115.077 and 115.063, RSMo.

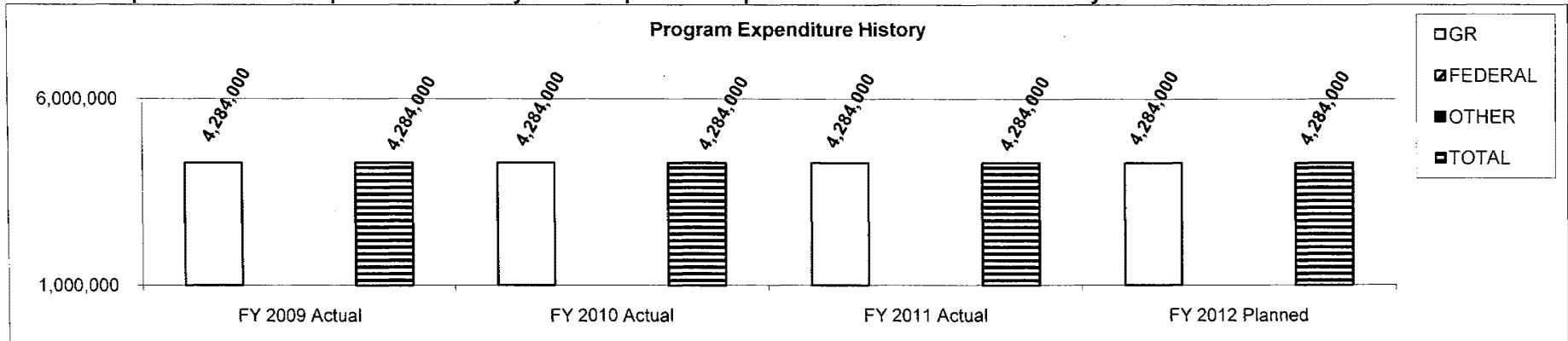
3. Are there federal matching requirements? If yes, please explain.

No

4. Is this a federally mandated program? If yes, please explain.

No

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



PROGRAM DESCRIPTION

Department: Secretary of State

Program Name: Election Costs Transfer

Program is found in the following core budget(s): Elections

6. What are the sources of the "Other " funds?

7a. Provide an effectiveness measure.
Compliance with 115.077 RSMo.

7b. Provide an efficiency measure.
N/A

7c. Provide the number of clients/individuals served, if applicable.
N/A

7d. Provide a customer satisfaction measure, if available.
N/A

DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2011	FY 2011	FY 2012	FY 2012	FY 2013	FY 2013	FY 2013	FY 2013
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
SPECIAL ELECTION & OTHER COSTS								
CORE								
PROGRAM-SPECIFIC								
STATE ELECTIONS SUBSIDY	204,728	0.00	400,000	0.00	400,000	0.00	400,000	0.00
TOTAL - PD	204,728	0.00	400,000	0.00	400,000	0.00	400,000	0.00
TOTAL	204,728	0.00	400,000	0.00	400,000	0.00	400,000	0.00
GRAND TOTAL	\$204,728	0.00	\$400,000	0.00	\$400,000	0.00	\$400,000	0.00

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CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23155C
Division	Elections		
Core -	Special Election Costs		

1. CORE FINANCIAL SUMMARY

FY 2013 Budget Request					FY 2013 Governor's Recommendation				
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	0	0	0	0	EE	0	0	0	0
PSD	0	0	400,000	400,000	PSD	0	0	400,000	400,000
TRF	0	0	0	0	TRF	0	0	0	0
Total	0	0	400,000	400,000	Total	0	0	400,000	400,000
FTE	0.00	0.00	0.00	0.00	FTE	0.00	0.00	0.00	0.00
Est. Fringe	0	0	0	0	Est. Fringe	0	0	0	0
<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>					<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>				

Other Funds: Election Subsidy Fund (0686)

Other Funds:

2. CORE DESCRIPTION

As required by 115.063 RSMo, the State must pay proportional costs for special elections of two or more political subdivisions. The number of special elections to be called in a fiscal year is unknown.

3. PROGRAM LISTING (list programs included in this core funding)

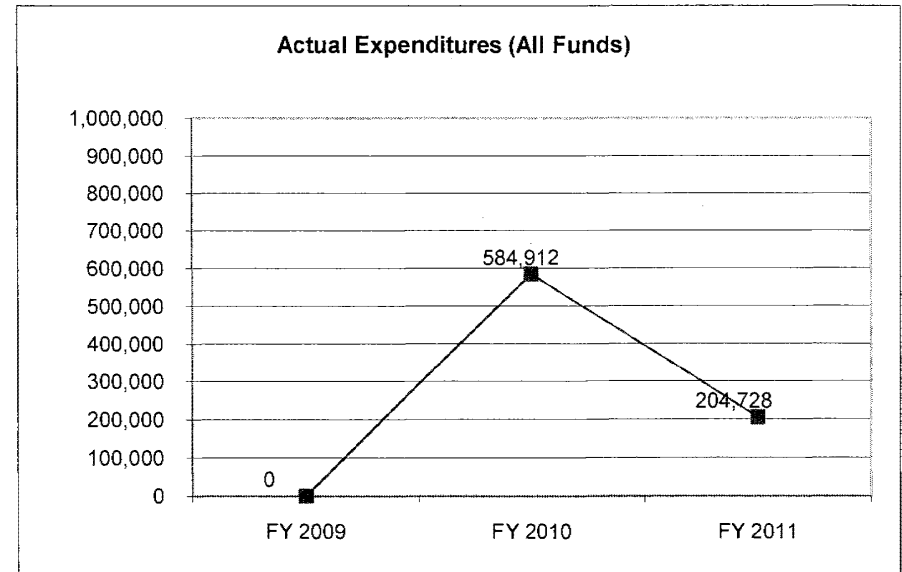
Special Election Costs

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23155C
Division	Elections		
Core -	Special Election Costs		

4. FINANCIAL HISTORY

	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Current Yr.	
Appropriation (All Funds)	400,000	585,000	400,000	400,000	E
Less Reverted (All Funds)	0	0	0	N/A	
Budget Authority (All Funds)	400,000	585,000	400,000	N/A	
Actual Expenditures (All Funds)	0	584,912	204,728	N/A	
Unexpended (All Funds)	400,000	88	195,272	N/A	
Unexpended, by Fund:					
General Revenue	0	0	0	N/A	
Federal	0	0	0	N/A	
Other	400,000	88	195,272	N/A	



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

NOTES: Per 115.077 RSMo, any unexpended funds in the State Election Subsidy Fund will be transferred to the election administration improvements fund to meet the state's funding obligation to maintain expenditures pursuant to Section 254(a)(7) of the Help America Act Vote Act of 2002. There were no Special Elections called in fiscal year 2009. In FY2010, Special Elections were District 73, Representative; District 4, Senate; District 62, Representative; District 57, Representative; In FY 2011, Special Elections were held in District 9, Senate. In FY 2012 Special Elections will be held on November 8, 2011, in District 83, Representative; District 41, Representative; District 39, Representative; District 15, Representative.

CORE RECONCILIATION DETAIL

SECRETARY OF STATE
SPECIAL ELECTION & OTHER COSTS

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	PD	0.00	0	0	400,000	400,000	
	Total	0.00	0	0	400,000	400,000	
DEPARTMENT CORE REQUEST							
	PD	0.00	0	0	400,000	400,000	
	Total	0.00	0	0	400,000	400,000	
GOVERNOR'S RECOMMENDED CORE							
	PD	0.00	0	0	400,000	400,000	
	Total	0.00	0	0	400,000	400,000	

DECISION ITEM DETAIL

Budget Unit	FY 2011	FY 2011	FY 2012	FY 2012	FY 2013	FY 2013	FY 2013	FY 2013
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
SPECIAL ELECTION & OTHER COSTS								
CORE								
PROGRAM DISTRIBUTIONS	204,728	0.00	400,000	0.00	400,000	0.00	400,000	0.00
TOTAL - PD	204,728	0.00	400,000	0.00	400,000	0.00	400,000	0.00
GRAND TOTAL	\$204,728	0.00	\$400,000	0.00	\$400,000	0.00	\$400,000	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$204,728	0.00	\$400,000	0.00	\$400,000	0.00	\$400,000	0.00

PROGRAM DESCRIPTION

Department: Secretary of State
Program Name: Special Election Costs
Program is found in the following core budget(s): Elections

1. What does this program do?

The State must pay proportional costs for special elections of two or more political subdivisions. The number of special elections to be called in a fiscal year is unknown. In FY2006, seven special elections were held; in FY2007, none; in FY 2008, four and the presidential primary [per 115.785 RSMo]. Five special elections were held in FY2010; One special election was held in fiscal year 2011; Four special elections are scheduled for November 8, 2011, in FY2012.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Section 115.063, RSMo.

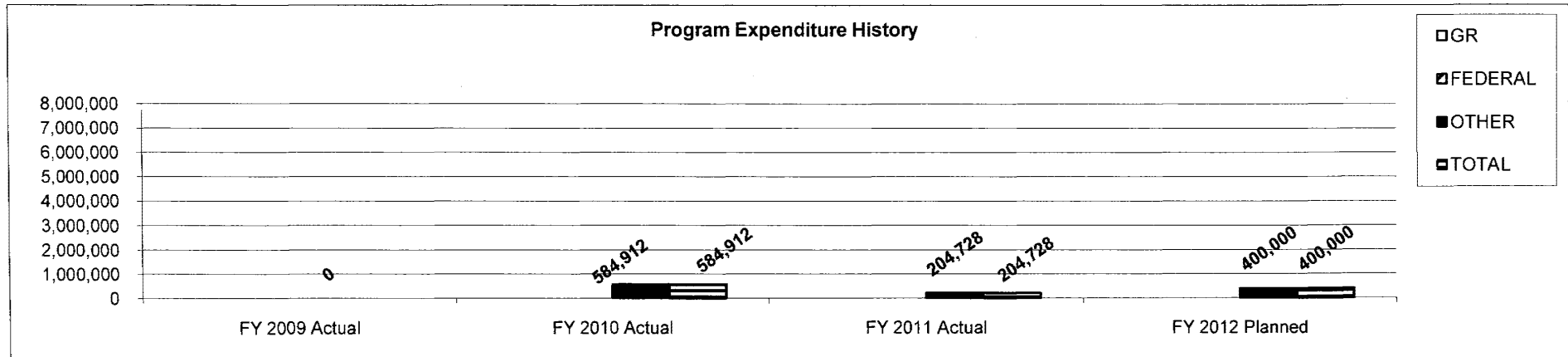
3. Are there federal matching requirements? If yes, please explain.

No

4. Is this a federally mandated program? If yes, please explain.

No

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



PROGRAM DESCRIPTION

Department: Secretary of State

Program Name: Special Election Costs

Program is found in the following core budget(s): Elections

6. What are the sources of the "Other " funds?

7a. Provide an effectiveness measure.

Compliance with statutes.

7b. Provide an efficiency measure.

In prior years, checks to local election authorities have been mailed within 7 days of submitted requests.

7c. Provide the number of clients/individuals served, if applicable.

116 election jurisdictions and the voters of Missouri.

7d. Provide a customer satisfaction measure, if available.

N/A

DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2011	FY 2011	FY 2012	FY 2012	FY 2013	FY 2013	FY 2013	FY 2013
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
ELECTION ADMIN IMPROVE TRF								
CORE								
FUND TRANSFERS								
STATE ELECTIONS SUBSIDY	3,638,193	0.00	3,784,000	0.00	3,784,000	0.00	3,784,000	0.00
TOTAL - TRF	3,638,193	0.00	3,784,000	0.00	3,784,000	0.00	3,784,000	0.00
TOTAL	3,638,193	0.00	3,784,000	0.00	3,784,000	0.00	3,784,000	0.00
GRAND TOTAL	\$3,638,193	0.00	\$3,784,000	0.00	\$3,784,000	0.00	\$3,784,000	0.00

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23156C
Division	Elections		
Core -	Elections Administration Improvement Transfer		

1. CORE FINANCIAL SUMMARY

FY 2013 Budget Request					FY 2013 Governor's Recommendation				
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	0	0	0	0	EE	0	0	0	0
PSD	0	0	0	0	PSD	0	0	0	0
TRF	0	0	3,784,000	3,784,000	TRF	0	0	3,784,000	3,784,000
Total	0	0	3,784,000	3,784,000	Total	0	0	3,784,000	3,784,000
FTE	0.00	0.00	0.00	0.00	FTE	0.00	0.00	0.00	0.00

Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Election Subsidy Fund (0686)

Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

2. CORE DESCRIPTION

Per section 115.077.5, RSMo, the Secretary of State will transfer the unexpended amount of the state elections subsidy fund to the election administration improvement fund. The number of special elections to be called in a fiscal year is unknown. Special election costs are transferred from general revenue to the state election subsidy fund in an amount not less than the amount expended in the fiscal year that ended June 30,2000. That amount is \$4,284,000. At the end of each fiscal year, any amounts in the state election subsidy fund not expended or obligated to meet the state's obligations for special elections is transferred to the election administration improvement fund.

3. PROGRAM LISTING (list programs included in this core funding)

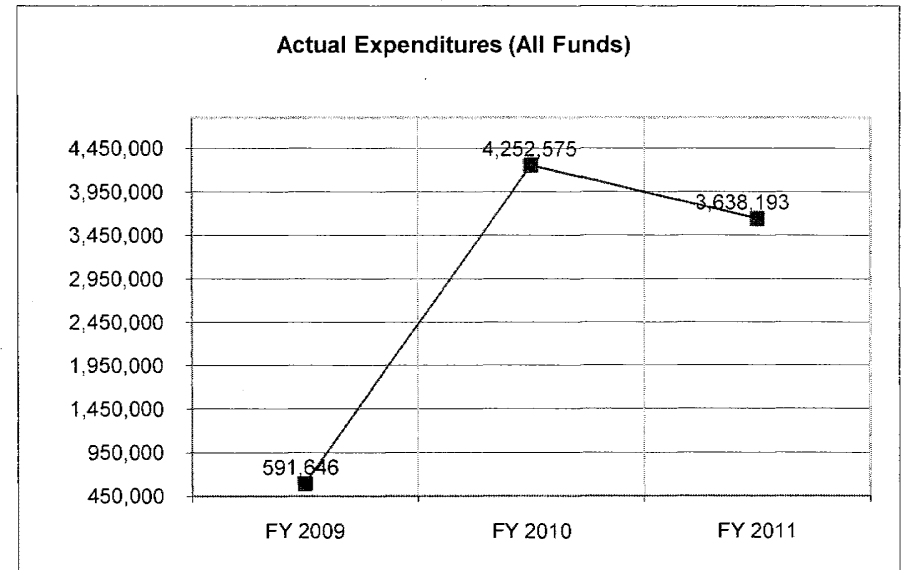
Special Elections

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23156C
Division	Elections		
Core -	Elections Administration Improvement Transfer		

4. FINANCIAL HISTORY

	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Current Yr.	
Appropriation (All Funds)	3,784,000	4,252,575	3,784,000	3,784,000	E
Less Reverted (All Funds)	0	0	0	N/A	
Budget Authority (All Funds)	3,784,000	4,252,575	3,784,000	N/A	
Actual Expenditures (All Funds)	591,646	4,252,575	3,638,193	N/A	
Unexpended (All Funds)	3,192,354	0	145,807	N/A	
Unexpended, by Fund:					
General Revenue	0	0	0	N/A	
Federal	0	0	0	N/A	
Other	3,192,354	0	145,807	N/A	



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

NOTES: FY2010 Appropriation includes an increase of \$468,575.

CORE RECONCILIATION DETAIL

SECRETARY OF STATE
ELECTION ADMIN IMPROVE TRF

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	TRF	0.00	0	0	3,784,000	3,784,000	
	Total	0.00	0	0	3,784,000	3,784,000	
DEPARTMENT CORE REQUEST							
	TRF	0.00	0	0	3,784,000	3,784,000	
	Total	0.00	0	0	3,784,000	3,784,000	
GOVERNOR'S RECOMMENDED CORE							
	TRF	0.00	0	0	3,784,000	3,784,000	
	Total	0.00	0	0	3,784,000	3,784,000	

DECISION ITEM DETAIL

Budget Unit	FY 2011	FY 2011	FY 2012	FY 2012	FY 2013	FY 2013	FY 2013	FY 2013
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
ELECTION ADMIN IMPROVE TRF								
CORE								
TRANSFERS OUT	3,638,193	0.00	3,784,000	0.00	3,784,000	0.00	3,784,000	0.00
TOTAL - TRF	3,638,193	0.00	3,784,000	0.00	3,784,000	0.00	3,784,000	0.00
GRAND TOTAL	\$3,638,193	0.00	\$3,784,000	0.00	\$3,784,000	0.00	\$3,784,000	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$3,638,193	0.00	\$3,784,000	0.00	\$3,784,000	0.00	\$3,784,000	0.00

PROGRAM DESCRIPTION

Department: Secretary of State

Program Name: Election Costs Transfer to Elections Administration Improvement Fund

Program is found in the following core budget(s): Elections

1. What does this program do?

The State must pay proportional costs for special elections of two or more political subdivisions. The Secretary of State will transfer the unexpended amount of the state election subsidy fund to the election administration improvements fund. The number of special elections in each fiscal year is unknown.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Section 115.077.5, RSMo.

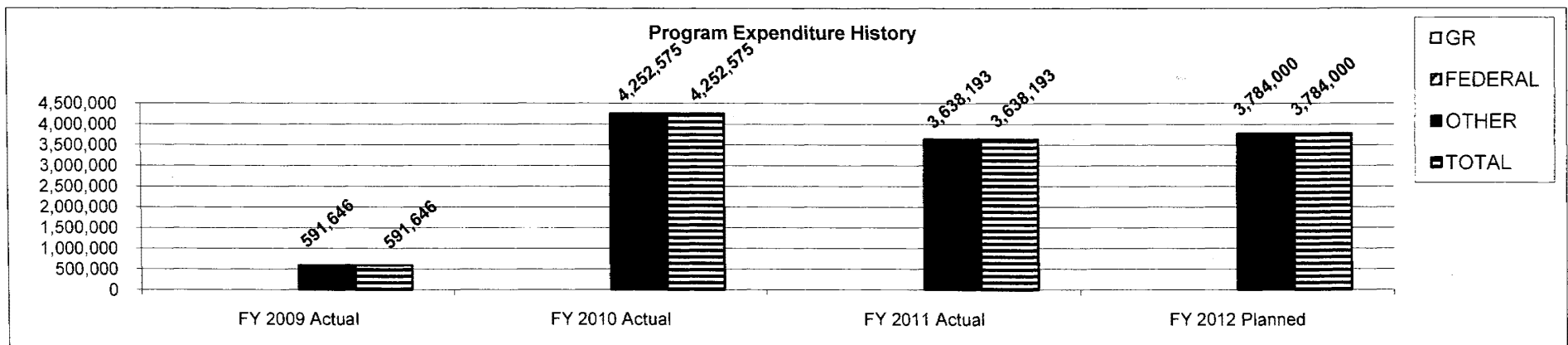
3. Are there federal matching requirements? If yes, please explain.

No

4. Is this a federally mandated program? If yes, please explain.

No

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



PROGRAM DESCRIPTION

Department: Secretary of State

Program Name: Election Costs Transfer to Elections Administration Improvement Fund

Program is found in the following core budget(s): Elections

6. What are the sources of the "Other " funds?

Election Subsidy Fund

7a. Provide an effectiveness measure.

Compliance with 115.077 RSMo. Provides support for Help America Vote Act activities and election improvements.

7b. Provide an efficiency measure.

N/A

7c. Provide the number of clients/individuals served, if applicable.

N/A

7d. Provide a customer satisfaction measure, if available.

N/A

DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2011	FY 2011	FY 2012	FY 2012	FY 2013	FY 2013	FY 2013	FY 2013	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
FEDERAL GRANTS									
CORE									
EXPENSE & EQUIPMENT									
SECRETARY OF STATE RECORDS-FED	0	0.00	2,913	0.00	2,913	0.00	2,913	0.00	
TOTAL - EE	0	0.00	2,913	0.00	2,913	0.00	2,913	0.00	
PROGRAM-SPECIFIC									
SECRETARY OF STATE RECORDS-FED	0	0.00	12,087	0.00	12,087	0.00	12,087	0.00	
TOTAL - PD	0	0.00	12,087	0.00	12,087	0.00	12,087	0.00	
TOTAL	0	0.00	15,000	0.00	15,000	0.00	15,000	0.00	
GRAND TOTAL	\$0	0.00	\$15,000	0.00	\$15,000	0.00	\$15,000	0.00	

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CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23143C
Division	Records Services		
Core -	Federal Grants		

1. CORE FINANCIAL SUMMARY

	FY 2013 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	5,817	0	5,817 E
PSD	0	9,183	0	9,183 E
TRF	0	0	0	0
Total	0	15,000	0	15,000 E
 FTE	 0.00	 0.00	 0.00	 0.00

Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

	FY 2013 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	5,817	0	5,817 E
PSD	0	9,183	0	9,183 E
TRF	0	0	0	0
Total	0	15,000		15,000 E
 FTE	 0.00	 0.00	 0.00	 0.00

Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

2. CORE DESCRIPTION

The Missouri Historical Records Advisory Board (MHRAB) promotes and supports identification of, preservation of, and access to all historical records in Missouri. The MHRAB is the central advisory body for strategic planning within the historical records community and for projects relating to historic records developed and carried out within the state of Missouri. The MHRAB provides state-level appraisal of grant proposals submitted to the National Historical Publications and Records Commission (NHPRC) by Missouri repositories and serves as the review and award panel for grant applications submitted to the Local Records Preservation Program. Board members are appointed by the Governor, with the advice and consent of the Senate; and administrative responsibilities are handled by the Secretary of State who is the Board's coordinator. Federal regulations require members to have experience and interest in the collection, administration, and use of historical records, and a dedication to the preservation and access of the state's documentary heritage. Over the years, archivists, curators, family historians, legislators, librarians, and records managers have served on the MHRAB.

An "E" is to accomodate NHPRC's possible grant opportunities.

3. PROGRAM LISTING (list programs included in this core funding)

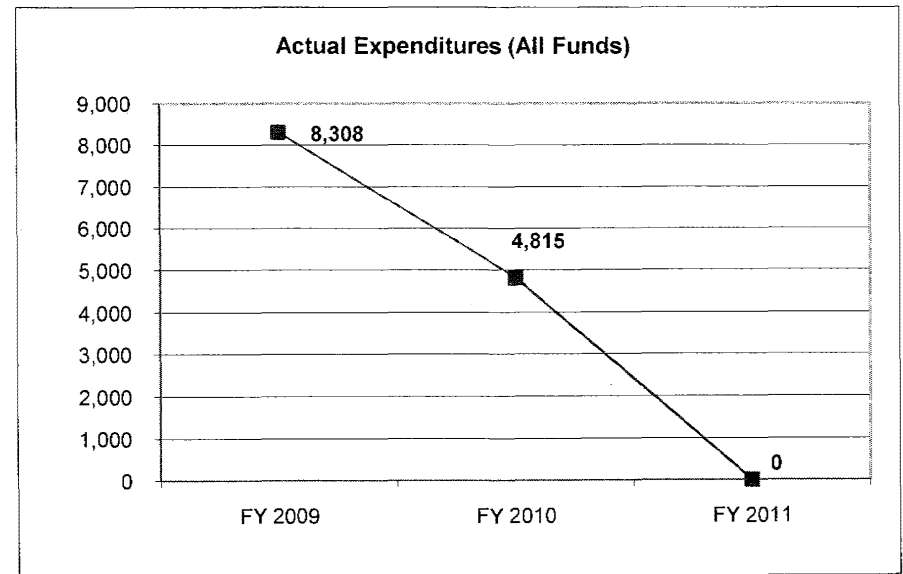
Missouri Historical Records Advisory Board (MHRAB)

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	<u>23143C</u>
Division	Records Services		
Core -	Federal Grants		

4. FINANCIAL HISTORY

	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Current Yr.
Appropriation (All Funds)	15,000	15,000	15,000	15,000 E
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	15,000	15,000	15,000	N/A
Actual Expenditures (All Funds)	8,308	4,815	0	N/A
Unexpended (All Funds)	6,692	10,185	15,000	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	6,692	10,185	15,000	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

NOTES:

CORE RECONCILIATION DETAIL

SECRETARY OF STATE
FEDERAL GRANTS

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	EE	0.00	0	2,913	0	2,913	
	PD	0.00	0	12,087	0	12,087	
	Total	0.00	0	15,000	0	15,000	
DEPARTMENT CORE REQUEST							
	EE	0.00	0	2,913	0	2,913	
	PD	0.00	0	12,087	0	12,087	
	Total	0.00	0	15,000	0	15,000	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	0	2,913	0	2,913	
	PD	0.00	0	12,087	0	12,087	
	Total	0.00	0	15,000	0	15,000	

DECISION ITEM DETAIL

Budget Unit	FY 2011	FY 2011	FY 2012	FY 2012	FY 2013	FY 2013	FY 2013	FY 2013
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
FEDERAL GRANTS								
CORE								
TRAVEL, IN-STATE	0	0.00	2,560	0.00	2,560	0.00	2,560	0.00
TRAVEL, OUT-OF-STATE	0	0.00	1	0.00	1	0.00	1	0.00
SUPPLIES	0	0.00	1	0.00	1	0.00	1	0.00
PROFESSIONAL DEVELOPMENT	0	0.00	1	0.00	1	0.00	1	0.00
COMMUNICATION SERV & SUPP	0	0.00	1	0.00	1	0.00	1	0.00
PROFESSIONAL SERVICES	0	0.00	1	0.00	1	0.00	1	0.00
M&R SERVICES	0	0.00	1	0.00	1	0.00	1	0.00
COMPUTER EQUIPMENT	0	0.00	1	0.00	1	0.00	1	0.00
MOTORIZED EQUIPMENT	0	0.00	1	0.00	1	0.00	1	0.00
OFFICE EQUIPMENT	0	0.00	1	0.00	1	0.00	1	0.00
OTHER EQUIPMENT	0	0.00	1	0.00	1	0.00	1	0.00
PROPERTY & IMPROVEMENTS	0	0.00	1	0.00	1	0.00	1	0.00
EQUIPMENT RENTALS & LEASES	0	0.00	1	0.00	1	0.00	1	0.00
MISCELLANEOUS EXPENSES	0	0.00	341	0.00	341	0.00	341	0.00
TOTAL - EE	0	0.00	2,913	0.00	2,913	0.00	2,913	0.00
PROGRAM DISTRIBUTIONS	0	0.00	12,086	0.00	12,086	0.00	12,086	0.00
REFUNDS	0	0.00	1	0.00	1	0.00	1	0.00
TOTAL - PD	0	0.00	12,087	0.00	12,087	0.00	12,087	0.00
GRAND TOTAL	\$0	0.00	\$15,000	0.00	\$15,000	0.00	\$15,000	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$15,000	0.00	\$15,000	0.00	\$15,000	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00

PROGRAM DESCRIPTION

Department Secretary of State

Program Name Records Services

Program is found in the following core budget(s): Federal Grants

1. What does this program do?

The Missouri Historical Records Advisory Board (MHRAB) promotes and supports identification, preservation, and access to all historical records in Missouri. The MHRAB is the central advisory body for strategic planning of projects relating to historic records developed and carried out within the state of Missouri. The MHRAB provides state-level appraisal of grant proposals submitted to the National Historical Publications and Records Commission (NHPRC) by Missouri repositories and serves as the review and award panel for grant applications submitted to the Local Records Preservation Program and the Missouri Historical Records Grant Program.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

RSMo 109.221; Federal Statute, 44 USC 25; 36 CFR 1206.

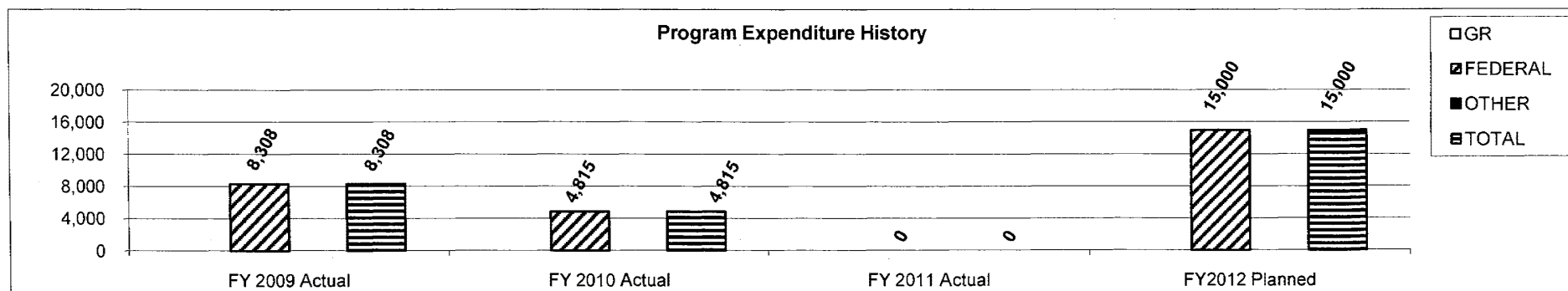
3. Are there federal matching requirements? If yes, please explain.

Yes, there is a 50/50 match for NHPRC federal grants.

4. Is this a federally mandated program? If yes, please explain.

No. The federal government encourages states to have State Historical Record Advisory Boards and provides grant funding to those states who have boards.

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



6. What are the sources of the "Other " funds?

Federal Grants (0150)

PROGRAM DESCRIPTION

Department Secretary of State

Program Name Records Services

Program is found in the following core budget(s): Federal Grants

7a. Provide an effectiveness measure.

From 2002-2005, the Missouri Historical Records Grant Program (MHRGP), a cooperative program of the MHRAB, National Historical Publications and Records Commission (NHPRC), and State of Missouri, awarded 109 community history regrants totaling \$675,000. In FY 2010, the MHRAB awarded another \$56,000 through fourteen MHRGP Grants.

7b. Provide an efficiency measure.

The average grant amount awarded was \$5,943.

7c. Provide the number of clients/individuals served, if applicable.

The MHRAB has now provided 123 grants through the MHRGP.

7d. Provide a customer satisfaction measure, if available.

The Missouri Historical Records Grant Program was reintroduced in FY 2010 because of its past success and numerous requests from the public.

DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2011	FY 2011	FY 2012	FY 2012	FY 2013	FY 2013	FY 2013	FY 2013	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
LOCAL RECORDS GRANTS									
CORE									
PROGRAM-SPECIFIC									
LOCAL RECORDS PRESERVATION	0	0.00	400,000	0.00	400,000	0.00	400,000	0.00	
TOTAL - PD	0	0.00	400,000	0.00	400,000	0.00	400,000	0.00	
TOTAL	0	0.00	400,000	0.00	400,000	0.00	400,000	0.00	
GRAND TOTAL	\$0	0.00	\$400,000	0.00	\$400,000	0.00	\$400,000	0.00	

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CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23160C
Division	Records Services		
Core -	Local Records Grants		

1. CORE FINANCIAL SUMMARY

	FY 2013 Budget Request					FY 2013 Governor's Recommendation			
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	0	0	0	0	EE	0	0	0	0
PSD	0	0	400,000	400,000	PSD	0	0	400,000	400,000
TRF	0	0	0	0	TRF	0	0	0	0
Total	0	0	400,000	400,000	Total	0	0	400,000	400,000
FTE	0.00	0.00	0.00	0.00	FTE	0.00	0.00	0.00	0.00

Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Local Records Preservation (0577)

Other Funds:

2. CORE DESCRIPTION

Local Records Grants facilitate more secure storage of, and faster access to, records produced by local government entities/political subdivisions with taxing authority to meet the information needs of public officials, private citizens, and general public interest. Public records security and access insures the preservation of public information of permanent intrinsic or historic value, and facilitates information access as required by state statutes, for both the record provider and the information seeker. Grant funds are available by means of dedicated user fees collected by county recorders of deeds. This fund provides financial resources beyond those of the awarded local entity to effectively maintain, manage, and preserve public records through sound records management policies and practices, archival preservation of long-term or historically significant records, as well as appropriate storage and access supplies.

3. PROGRAM LISTING (list programs included in this core funding)

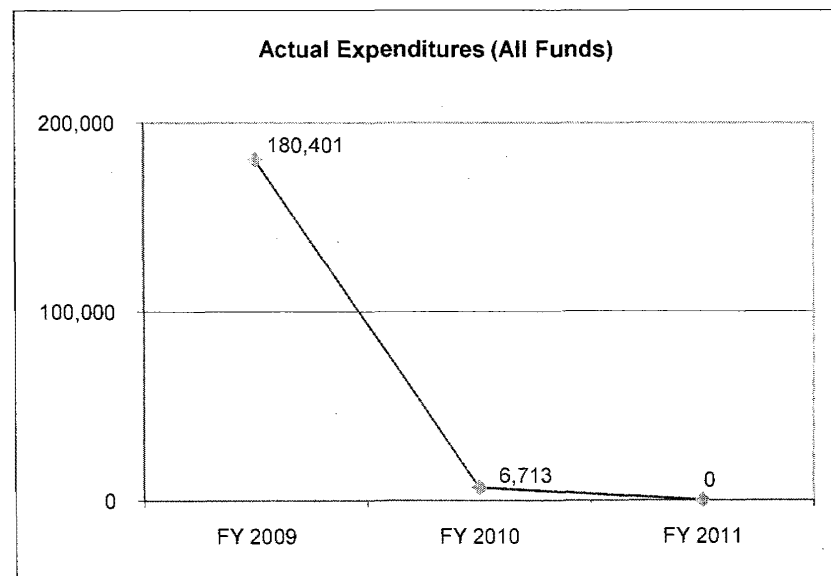
Local Records Preservation Grants.

CORE DECISION ITEM

Department	Secretary of State	Budget Unit <u>23160C</u>
Division	Records Services	
Core -	Local Records Grants	

4. FINANCIAL HISTORY

	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Current Yr.
Appropriation (All Funds)	400,000	400,000	400,000	400,000 E
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	400,000	400,000	400,000	N/A
Actual Expenditures (All Funds)	180,401	6,713	0	N/A
Unexpended (All Funds)	219,599	393,287	400,000	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	219,599	393,287	400,000	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

NOTES:

CORE RECONCILIATION DETAIL

SECRETARY OF STATE
LOCAL RECORDS GRANTS

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	PD	0.00	0	0	400,000	400,000	
	Total	0.00	0	0	400,000	400,000	
DEPARTMENT CORE REQUEST							
	PD	0.00	0	0	400,000	400,000	
	Total	0.00	0	0	400,000	400,000	
GOVERNOR'S RECOMMENDED CORE							
	PD	0.00	0	0	400,000	400,000	
	Total	0.00	0	0	400,000	400,000	

DECISION ITEM DETAIL

Budget Unit	FY 2011	FY 2011	FY 2012	FY 2012	FY 2013	FY 2013	FY 2013	FY 2013
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
LOCAL RECORDS GRANTS								
CORE								
PROGRAM DISTRIBUTIONS	0	0.00	400,000	0.00	400,000	0.00	400,000	0.00
TOTAL - PD	0	0.00	400,000	0.00	400,000	0.00	400,000	0.00
GRAND TOTAL	\$0	0.00	\$400,000	0.00	\$400,000	0.00	\$400,000	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$400,000	0.00	\$400,000	0.00	\$400,000	0.00

PROGRAM DESCRIPTION

Department: Secretary of State

Program Name: Records Services

Program is found in the following core budget(s): Local Records Grants

1. What does this program do?

Local Records Preservation Grants provide local governments or political subdivisions with taxing authority descriptive program/financial assistance and implementation guidance for approved records management and/or preservation projects. Although this program was very successful, it has been temporarily discontinued due to a lack of funds.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

RSMO 59.319, 109.220

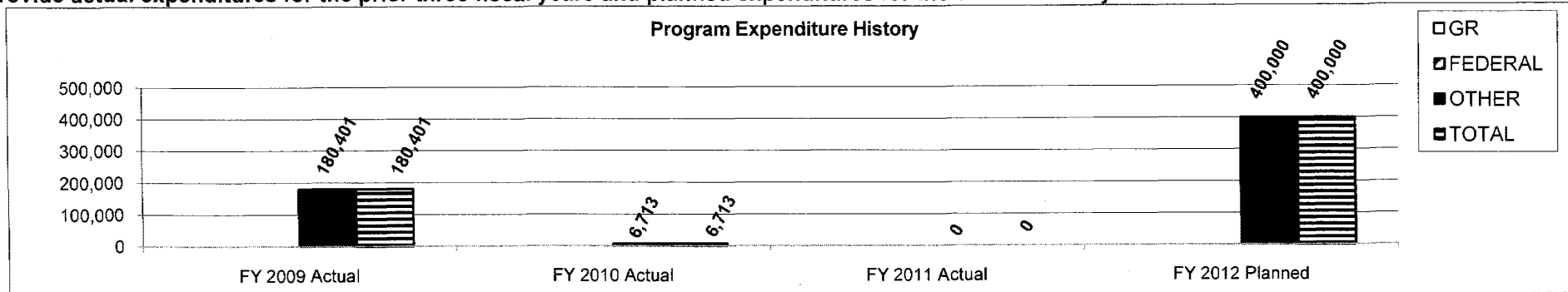
3. Are there federal matching requirements? If yes, please explain.

No

4. Is this a federally mandated program? If yes, please explain.

No

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



6. What are the sources of the "Other" funds?

Local Records Preservation Fund (0577)

PROGRAM DESCRIPTION

Department: Secretary of State

Program Name: Records Services

Program is found in the following core budget(s): Local Records Grants

7a. Provide an effectiveness measure.

Awarded Grant Projects Successfully Completed

Since 1990, the MHRAB has provided state level appraisal and recommended funding for more than \$6,518,823 in local records grants.

7b. Provide an efficiency measure.

The average grant awarded was \$6,286.

7c. Provide the number of clients/individuals served, if applicable.

The Local Records Preservation Grant Program has funded 1,042 grants. These include 412 grants in 101 counties, 327 grants in 154 cities, 277 grants for 163 school districts, and an additional 26 grants given to fire districts, water districts and other local government agencies.

7d. Provide a customer satisfaction measure, if available.

No formal measure exists.

DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2011	FY 2011	FY 2012	FY 2012	FY 2013	FY 2013	FY 2013	FY 2013
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
DOCUMENT PRESERVATION								
CORE								
EXPENSE & EQUIPMENT								
STATE DOCUMENT PRESERVATION	0	0.00	1	0.00	1	0.00	1	0.00
TOTAL - EE	0	0.00	1	0.00	1	0.00	1	0.00
PROGRAM-SPECIFIC								
MO STATE ARCHIVES-ST LOUIS TST	0	0.00	1	0.00	1	0.00	1	0.00
STATE DOCUMENT PRESERVATION	0	0.00	1	0.00	1	0.00	1	0.00
TOTAL - PD	0	0.00	2	0.00	2	0.00	2	0.00
TOTAL	0	0.00	3	0.00	3	0.00	3	0.00
GRAND TOTAL	\$0	0.00	\$3	0.00	\$3	0.00	\$3	0.00

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CORE DECISION ITEM

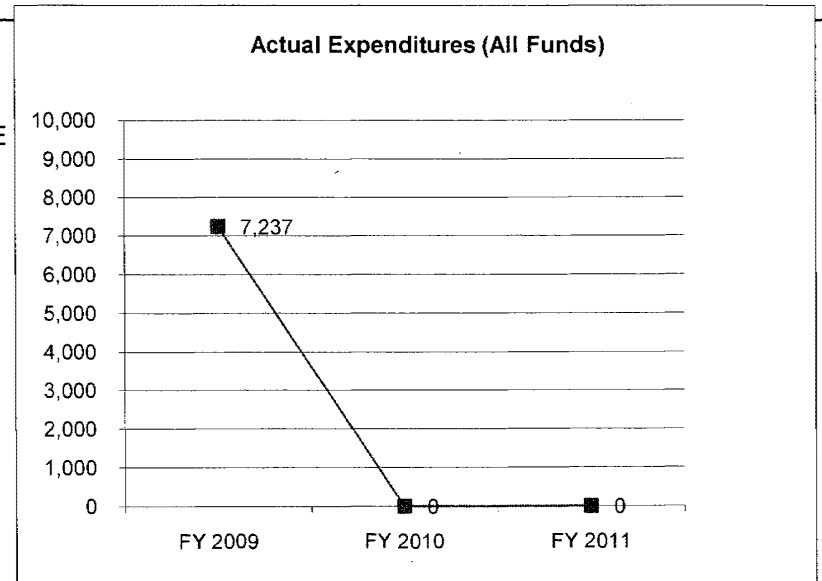
Department Secretary of State					Budget Unit 23157C				
Division Records Services/Archives									
Core - Document Preservation									
1. CORE FINANCIAL SUMMARY									
	FY 2013 Budget Request					FY 2013 Governor's Recommendation			
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	0	0	1	1 E	EE	0	0	1	1 E
PSD	0	0	1	1 E	PSD	0	0	1	1 E
TRF	0	0	0	0	TRF	0	0	0	0
Total	0	0	2	2 E	Total	0	0	2	2 E
FTE	0.00	0.00	0.00	0.00	FTE	0.00	0.00	0.00	0.00
Est. Fringe	0	0	0	0	Est. Fringe	0	0	0	0
<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>					<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>				
Other Funds: Document Preservation Fund (0836)					Other Funds:				
2. CORE DESCRIPTION									
<p>The State Document Preservation Fund consists of all moneys received by the Missouri State Archives from gifts, bequests, or contributions for the specific purpose of preserving legal, historical, and genealogical materials and making them available to the public. The Document Preservation Fund allows the Archives to seek assistance from the private sector to help save state government documents, which might otherwise be lost, destroyed, or inaccessible to the public. Various projects include grant administration, work on the St. Louis Judicial Records Project, or other special projects that make records available to the public as described in RSMo 109.005.</p>									
3. PROGRAM LISTING (list programs included in this core funding)									
Document Preservation Fund									

CORE DECISION ITEM

Department Secretary of State	Budget Unit 23157C
Division Records Services/Archives	
Core - Document Preservation	

4. FINANCIAL HISTORY

	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Current Yr.
Appropriation (All Funds)	189,260	189,260	189,260	2 E
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	189,260	189,260	189,260	N/A
Actual Expenditures (All Funds)	7,237	0	0	N/A
Unexpended (All Funds)	182,023	189,260	189,260	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	182,023	189,260	189,260	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

NOTES: As needed, appropriation authority will be requested.

CORE RECONCILIATION DETAIL

**SECRETARY OF STATE
DOCUMENT PRESERVATION**

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	EE	0.00	0	0	1	1	
	PD	0.00	0	0	2	2	
	Total	0.00	0	0	3	3	
DEPARTMENT CORE REQUEST							
	EE	0.00	0	0	1	1	
	PD	0.00	0	0	2	2	
	Total	0.00	0	0	3	3	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	0	0	1	1	
	PD	0.00	0	0	2	2	
	Total	0.00	0	0	3	3	

DECISION ITEM DETAIL

Budget Unit	FY 2011	FY 2011	FY 2012	FY 2012	FY 2013	FY 2013	FY 2013	FY 2013
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
DOCUMENT PRESERVATION								
CORE								
SUPPLIES	0	0.00	1	0.00	1	0.00	1	0.00
TOTAL - EE	0	0.00	1	0.00	1	0.00	1	0.00
PROGRAM DISTRIBUTIONS	0	0.00	2	0.00	2	0.00	2	0.00
TOTAL - PD	0	0.00	2	0.00	2	0.00	2	0.00
GRAND TOTAL	\$0	0.00	\$3	0.00	\$3	0.00	\$3	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$3	0.00	\$3	0.00	\$3	0.00

PROGRAM DESCRIPTION

Department Secretary of State
Program Name Records Services/Archives
Program is found in the following core budget(s): Document Preservation

1. What does this program do?

The State Document Preservation Fund consists of all moneys received by the Missouri State Archives from gifts, bequests, or contributions for the specific purpose of preserving legal, historical, and genealogical materials and making them available to the public. The Document Preservation Fund allows the Archives to seek assistance from the private sector to help save state government documents, which might otherwise be lost, destroyed, or inaccessible to the public. Various projects include grant administration, work on the St. Louis Judicial Records Project, or other special projects that make records available to the public as described in RSMo 109.005.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

RSMo 109.005

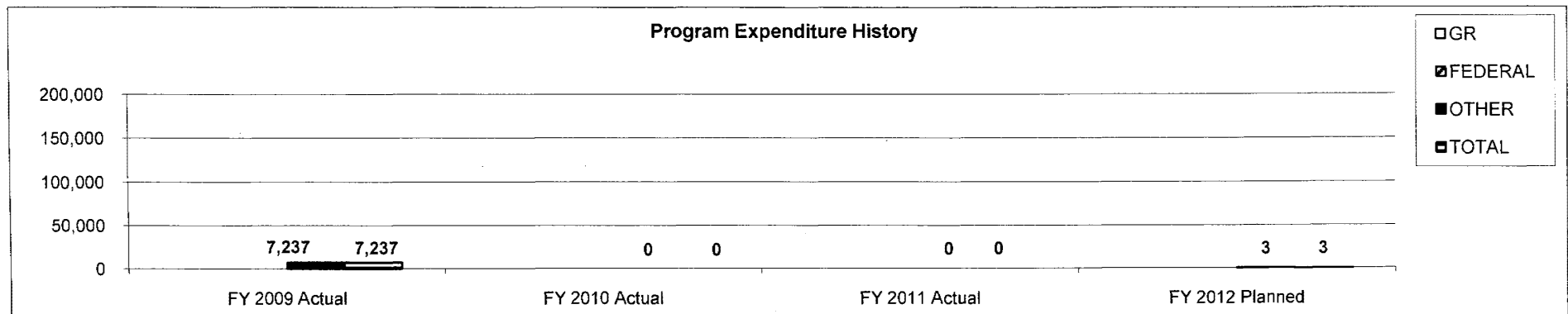
3. Are there federal matching requirements? If yes, please explain.

No

4. Is this a federally mandated program? If yes, please explain.

No

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



6. What are the sources of the "Other " funds?

Document Preservation (0836)

PROGRAM DESCRIPTION

Department Secretary of State

Program Name Records Services/Archives

Program is found in the following core budget(s): Document Preservation

7a. Provide an effectiveness measure.

During FY08 and FY09, funds from the Document Preservation Fund were spent making death certificates more accessible online. The effectiveness of this expenditure can be seen in the decline in physical death certificate requests from 15,455 in 2006 to 2,210 in 2010. The online death certificate project was completed in March of 2008 with online searches growing to 16,561,230 hits in FY11.

7b. Provide an efficiency measure.

See 7c.

7c. Provide the number of clients/individuals served, if applicable.

In FY 11 an average of 9,978 visitors a day accessed the Missouri State Archives website.

7d. Provide a customer satisfaction measure, if available.

In FY11 Missouri Digital Heritage was named by "Family Tree Magazine" as one of the '101 Best Websites' for the ninth year in a row.

CORE DECISION ITEM

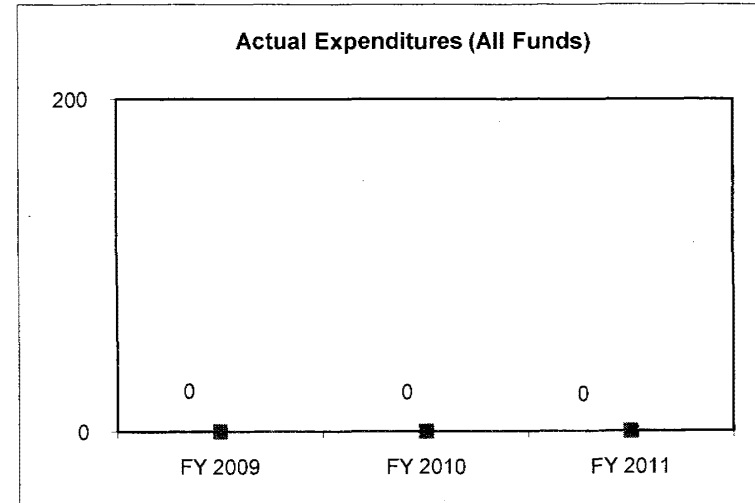
Department	Secretary of State	Budget Unit <u>23157C</u>
Division	Records Services/Archives	
Core -	Missouri State Archives-St. Louis Center	
1. CORE FINANCIAL SUMMARY		
	FY 2013 Budget Request	FY 2013 Governor's Recommendation
	GR Federal Other Total	GR Fed Other Total
PS	0 0 0 0	0 0 0 0
EE	0 0 0 0	0 0 0 0
PSD	0 0 1 1 E	0 0 1 1 E
TRF	0 0 0 0	0 0 0 0
Total	0 0 1 1 E	0 0 1 1 E
 FTE	 0.00 0.00 0.00 0.00	 0.00 0.00 0.00 0.00
Est. Fringe	0 0 0 0	0 0 0 0
<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>		
Other Funds:	MO State Archives - St. Louis Trust (0770)	Other Funds:
2. CORE DESCRIPTION		
<p>RSMo 109.400 and 109.410 establish the Missouri State Archives' authority to create a records center in St. Louis with non-general revenue funds. The facility will centralize the housing of millions of historically valuable state and local government records in the St. Louis area. The Center's creation would be the result of a public-private partnership based on non-state funds. An initial endowment would be secured to help guarantee operating funds into the future. Should non-GR funding prove unavailable, the Center will not be created.</p>		
3. PROGRAM LISTING (list programs included in this core funding)		

CORE DECISION ITEM

Department	Secretary of State	Budget Unit <u>23157C</u>
Division	Records Services/Archives	
Core -	Missouri State Archives-St. Louis Center	

4. FINANCIAL HISTORY

	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Current Yr.
Appropriation (All Funds)	1	1	1	1 E
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	1	1	1	N/A
Actual Expenditures (All Funds)	0	0	0	N/A
Unexpended (All Funds)	1	1	1	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	1	1	1	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

NOTES:

PROGRAM DESCRIPTION

Department Secretary of State
Program Name Records Services/Archives
Program is found in the following core budget(s): Missouri State Archives - St. Louis Center

1. What does this program do?

The facility would provide more complete and effective service for St. Louis City government offices and citizen researchers. Document storage in a records center is much less expensive than in finished office space. Thousands of dollars would be saved and thousands of square feet of scarce space would be reclaimed in government offices. The facility would draw thousands of cultural tourists from across the United States -- principally family historians, but also academics and journalists. The creation of a St. Louis Center would allow records holders to concentrate more fully on pressing contemporary business without having the diversion of genealogical and other historical searches.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Statutory authorization RSMo 109.400 and 109.410.

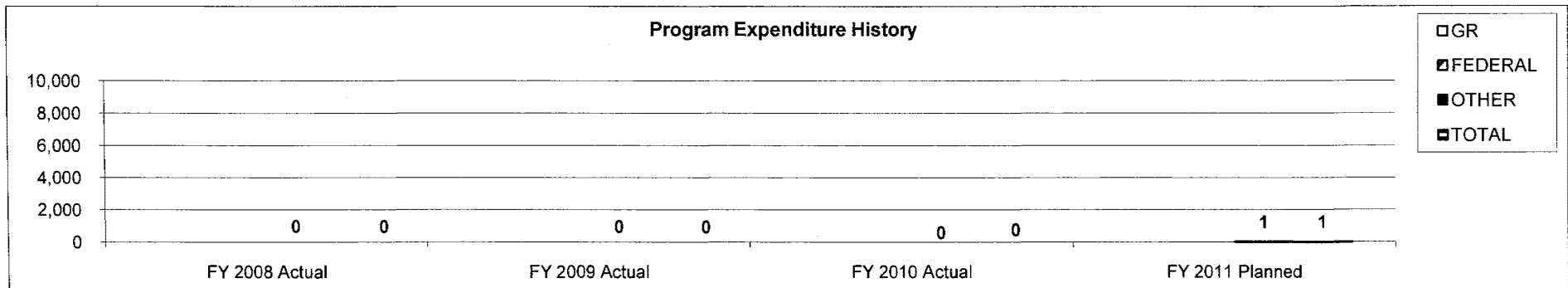
3. Are there federal matching requirements? If yes, please explain.

No

4. Is this a federally mandated program? If yes, please explain.

No

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



PROGRAM DESCRIPTION

Department Secretary of State

Program Name Records Services/Archives

Program is found in the following core budget(s): Missouri State Archives - St. Louis Center

6. What are the sources of the "Other " funds?

The Center's creation would be the result of a public-private partnership of non-state funds.

7a. Provide an effectiveness measure.

The cost of storing documents in a records center is much less than the cost of storing them in finished office space. Thousands of dollars would be saved and thousands of square feet of scarce space would be reclaimed in government offices.

7b. Provide an efficiency measure.

Aggregate savings are contingent on participation in the project. No state or local government entity would be compelled to turn over records.

7c. Provide the number of clients/individuals served, if applicable.

Not applicable.

7d. Provide a customer satisfaction measure, if available.

Not applicable.

DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2011	FY 2011	FY 2012	FY 2012	FY 2013	FY 2013	FY 2013	FY 2013	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
STATE AID FOR PUBLIC LIBRARY									
CORE									
PROGRAM-SPECIFIC									
GENERAL REVENUE	3,604,001	0.00	3,604,001	0.00	3,604,001	0.00	3,604,001	0.00	
TOTAL - PD	3,604,001	0.00	3,604,001	0.00	3,604,001	0.00	3,604,001	0.00	
TOTAL	3,604,001	0.00	3,604,001	0.00	3,604,001	0.00	3,604,001	0.00	
GRAND TOTAL	\$3,604,001	0.00	\$3,604,001	0.00	\$3,604,001	0.00	\$3,604,001	0.00	

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CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23515C
Division	Library Services		
Core -	State Aid for Public Libraries		

1. CORE FINANCIAL SUMMARY

	FY 2013 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	3,604,001	0	0	3,604,001
TRF	0	0	0	0
Total	3,604,001	0	0	3,604,001
 FTE	 0.00	 0.00	 0.00	 0.00

Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

	FY 2013 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	3,604,001	0	0	3,604,001
TRF	0	0	0	0
Total	3,604,001	0	0	3,604,001
 FTE	 0.00	 0.00	 0.00	 0.00

Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

2. CORE DESCRIPTION

Under the Missouri Constitution and state statutes, the General Assembly appropriates funds to support public libraries. State aid is appropriated to libraries that have a minimum voted tax or local government support equal to ten cents per \$100 of assessed valuation. Libraries use these funds to improve information access and develop stronger library services for Missouri citizens. Funds are distributed to public libraries on a per capita basis and to libraries in less affluent counties for equalization aid as determined by RSMo 181.060.

3. PROGRAM LISTING (list programs included in this core funding)

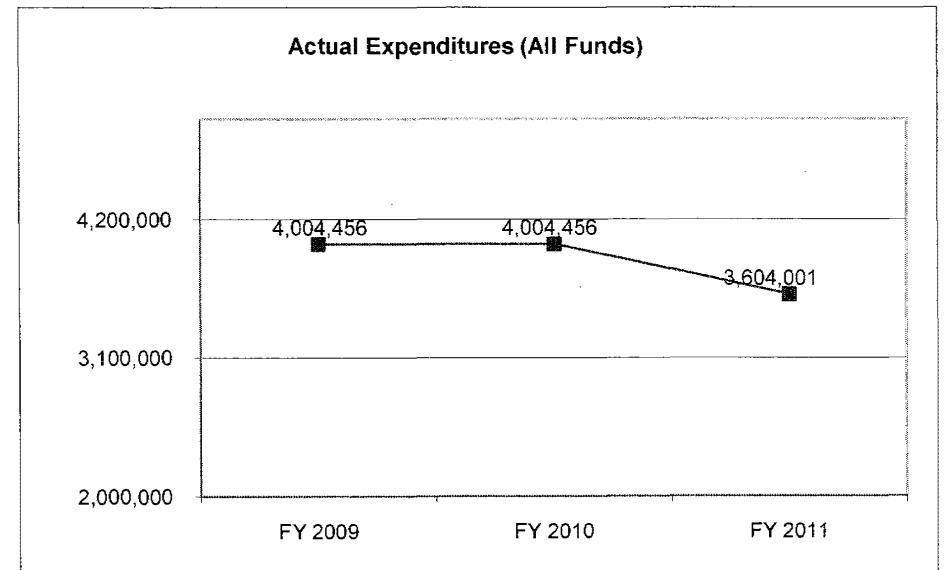
State Aid to Public Libraries

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23515C
Division	Library Services		
Core -	State Aid for Public Libraries		

4. FINANCIAL HISTORY

	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Current Yr.
Appropriation (All Funds)	4,004,456	4,004,456	3,604,001	3,604,001
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	4,004,456	4,004,456	3,604,001	N/A
Actual Expenditures (All Funds)	4,004,456	4,004,456	3,604,001	N/A
Unexpended (All Funds)	0	0	0	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

State aid for public libraries is a two part program; aid distributed to libraries based on population, and an equalization program to help libraries in less affluent counties.

In FY11, of the \$3,604,001, \$2,557,834.50 was distributed as per capita state aid, and \$1,046,166.50 was distributed in equalization aid.

CORE RECONCILIATION DETAIL

SECRETARY OF STATE
STATE AID FOR PUBLIC LIBRARY

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	PD	0.00	3,604,001	0	0	3,604,001	
	Total	0.00	3,604,001	0	0	3,604,001	
DEPARTMENT CORE REQUEST							
	PD	0.00	3,604,001	0	0	3,604,001	
	Total	0.00	3,604,001	0	0	3,604,001	
GOVERNOR'S RECOMMENDED CORE							
	PD	0.00	3,604,001	0	0	3,604,001	
	Total	0.00	3,604,001	0	0	3,604,001	

DECISION ITEM DETAIL

Budget Unit	FY 2011	FY 2011	FY 2012	FY 2012	FY 2013	FY 2013	FY 2013	FY 2013
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
STATE AID FOR PUBLIC LIBRARY								
CORE								
PROGRAM DISTRIBUTIONS	3,604,001	0.00	3,604,001	0.00	3,604,001	0.00	3,604,001	0.00
TOTAL - PD	3,604,001	0.00	3,604,001	0.00	3,604,001	0.00	3,604,001	0.00
GRAND TOTAL	\$3,604,001	0.00	\$3,604,001	0.00	\$3,604,001	0.00	\$3,604,001	0.00
GENERAL REVENUE	\$3,604,001	0.00	\$3,604,001	0.00	\$3,604,001	0.00	\$3,604,001	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00

PROGRAM DESCRIPTION

Department - Secretary of State

Program Name: State Aid for Public Libraries

Program is found in the following core budget(s): State Aid for Public Libraries

1. What does this program do?

State Aid for Public Libraries makes a vital contribution to improving public library services in Missouri. The program provides funds to public libraries that meet the requirements specified in the Missouri Constitution, Article IX, Section 10 and in RSMo 181.060. Public libraries having a minimum voted tax of local government support equal to ten cents per \$100 of assessed valuation are eligible to receive funds from this program.

Public libraries in Missouri are funded through property taxes. Due to reassessment and rollback, those taxes are limited to small growth factors. Across the state, the level of library funding from taxation varies widely, in large part due to differences in local property valuations. State aid helps bridge some of the resulting funding gaps. State aid applications are submitted annually for review and certification by the State Librarian. Once the funding is approved, local library boards of trustees decide the allocation of these funds according to the highest local needs and priorities.

The economic and social success of Missouri citizens depends on equal information access and the ability to use information. Missouri public libraries play a critical role in providing access to information. Without state aid funding, Missourians will have reduced information access, or a reduction in the basic services offered by public libraries. In many communities, public libraries provide the only no cost internet access, heavily used by people seeking jobs, filling out application forms, or researching business opportunities. State aid secures the necessary funding for the following variety of needs: computer technology, Internet connectivity, reference services, operating revenue and collection expenditures.

The Secretary of State and the State Library provide service guidelines through the Missouri Public Library Standards. These Standards provide benchmarks for per capita income, hours of service, amount of funds to be budgeted for library collections, as well as guidelines for developing technology, determining current and future community technology needs, and meeting national standards for cataloging library materials. Many libraries in Missouri do not currently meet the Missouri Public Library Standards. State aid funding provides modest support for libraries moving to meet the benchmarks of the Missouri Public Library Standards.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

RSMo Ch.181.060; Mo Constitution, Article X, Section 10

3. Are there federal matching requirements? If yes, please explain.

No

4. Is this a federally mandated program? If yes, please explain.

No

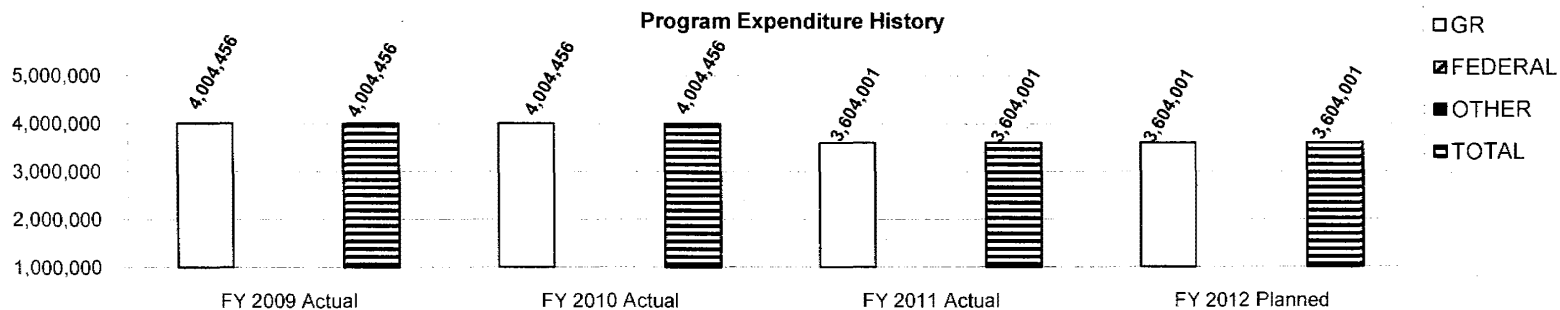
PROGRAM DESCRIPTION

Department - Secretary of State

Program Name: State Aid for Public Libraries

Program is found in the following core budget(s): State Aid for Public Libraries

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



6. What are the sources of the "Other " funds?

7a. Provide an effectiveness measure.

Most Missourians recognize the value of library service, and have a library card.

Number of Missourians with a library card
Percent of population of library districts
Total Materials borrowed from libraries

2008	2009	2010
3,080,910	2,978,682	3,189,850
60.2%	58.2%	62.3%
47,986,846	51,139,852	54,046,193

7b. Provide an efficiency measure.

Many Missourians rely on their local library for access to the Internet. Libraries provide Internet access using high speed connections, at no charge for the user. This provides high quality and efficiency for the user.

Public Internet Computers provided
Users of Computers

2008	2009	2010
4,592	4,441	4,475
4,736,600	5,180,581	6,870,214

7c. Provide the number of clients/individuals served, if applicable.

Eligible library districts
Population

2010	2011	2012 - proj.
165	164	162
5,118,756	5,115,669	5,111,502

7d. Provide a customer satisfaction measure, if available.

DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2011	FY 2011	FY 2012	FY 2012	FY 2013	FY 2013	FY 2013	FY 2013
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
REAL								
CORE								
EXPENSE & EQUIPMENT								
GENERAL REVENUE	3,109,250	0.00	3,109,250	0.00	3,109,250	0.00	3,109,250	0.00
TOTAL - EE	3,109,250	0.00	3,109,250	0.00	3,109,250	0.00	3,109,250	0.00
TOTAL	3,109,250	0.00	3,109,250	0.00	3,109,250	0.00	3,109,250	0.00
GRAND TOTAL	\$3,109,250	0.00	\$3,109,250	0.00	\$3,109,250	0.00	\$3,109,250	0.00

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CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23520C
Division	Library Services		
Core -	REAL Program		

1. CORE FINANCIAL SUMMARY

	FY 2013 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	3,109,250	0	0	3,109,250
PSD	0	0	0	0
TRF	0	0	0	0
Total	3,109,250	0	0	3,109,250
FTE	0.00	0.00	0.00	0.00

Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: None

	FY 2013 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	3,109,250	0	0	3,109,250
PSD	0	0	0	0
TRF	0	0	0	0
Total	3,109,250	0	0	3,109,250
FTE	0.00	0.00	0.00	0.00

Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

2. CORE DESCRIPTION

The REAL Program provides Internet access, training and technical support for public libraries and licensing of shared electronic reference resources available to public libraries, K-12 schools, higher education, and state agencies. The Remote Electronic Access for Libraries (REAL) Program is one of the contractual programs for MOREnet. The Missouri Research and Educational Network (MOREnet) maintains a high-capacity, high speed telecommunications network in the State of Missouri.

3. PROGRAM LISTING (list programs included in this core funding)

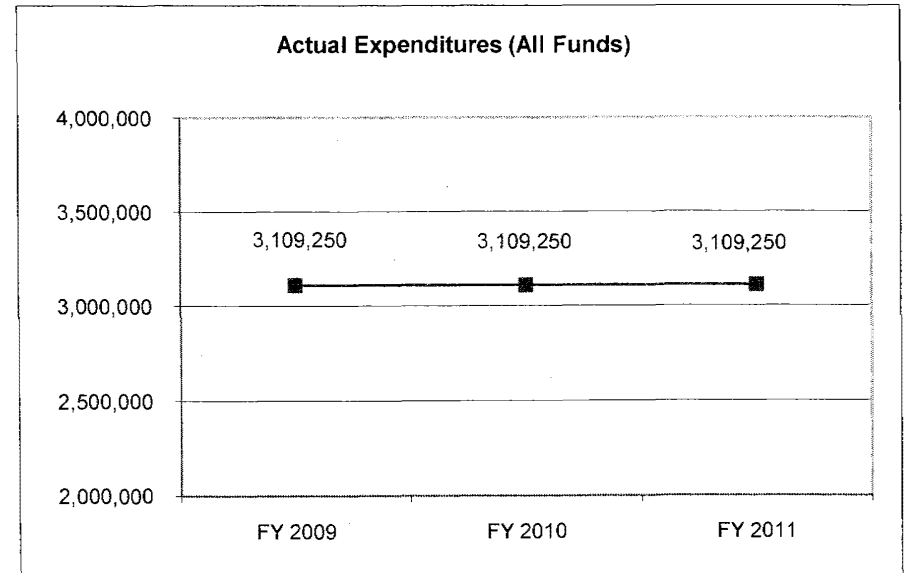
The Remote Electronic Access for Libraries (REAL) Program

CORE DECISION ITEM

Department	Secretary of State	Budget Unit <u>23520C</u>
Division	Library Services	
Core -	REAL Program	

4. FINANCIAL HISTORY

	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Current Yr.
Appropriation (All Funds)	3,109,250	3,109,250	3,109,250	3,109,250
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	3,109,250	3,109,250	3,109,250	N/A
Actual Expenditures (All Funds)	3,109,250	3,109,250	3,109,250	N/A
Unexpended (All Funds)	0	0	0	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary withholdings.

NOTES:

CORE RECONCILIATION DETAIL

SECRETARY OF STATE

REAL

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	EE	0.00	3,109,250	0	0	3,109,250	
	Total	0.00	3,109,250	0	0	3,109,250	
DEPARTMENT CORE REQUEST							
	EE	0.00	3,109,250	0	0	3,109,250	
	Total	0.00	3,109,250	0	0	3,109,250	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	3,109,250	0	0	3,109,250	
	Total	0.00	3,109,250	0	0	3,109,250	

DECISION ITEM DETAIL

Budget Unit	FY 2011	FY 2011	FY 2012	FY 2012	FY 2013	FY 2013	FY 2013	FY 2013
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
REAL								
CORE								
PROFESSIONAL SERVICES	3,109,250	0.00	3,109,250	0.00	3,109,250	0.00	3,109,250	0.00
TOTAL - EE	3,109,250	0.00	3,109,250	0.00	3,109,250	0.00	3,109,250	0.00
GRAND TOTAL	\$3,109,250	0.00	\$3,109,250	0.00	\$3,109,250	0.00	\$3,109,250	0.00
GENERAL REVENUE	\$3,109,250	0.00	\$3,109,250	0.00	\$3,109,250	0.00	\$3,109,250	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00

PROGRAM DESCRIPTION

Department: Secretary of State

Program Name: Library Services

Program is found in the following core budget(s): REAL Program

1. What does this program do?

The REAL Program provides Internet access, training and technical support for public libraries as well as licensing of shared electronic reference resources available to public libraries, K-12 schools, higher education, and state agencies.

Public libraries serve as the sole source of Internet access for many Missourians. In order for Missouri citizens to compete in an on-line environment for jobs and business revenue, they need a basic level of computer and Internet resource knowledge. Access to electronic resources via the Internet in public libraries provides the only widely available, public resource for both urban and rural low/moderate income families to access this information and gain the knowledge required to compete in an ever-increasing electronic economy. As schools increase the use of electronic resources in their curriculum, public libraries provide the only means for students to follow-up and complete research when the school closes and they have no computers or Internet access in their homes.

The REAL Program appropriation includes funding for three types of database services: a general periodicals database, databases for health and business, and a Missouri newspaper database. These services are heavily used by all types of libraries, and are available to state agencies. Without this program, most public libraries and schools will not be able to afford access to electronic information resources. Those that are able to afford access will individually pay a considerably higher per capita cost for these resources, thus wasting scarce taxpayer dollars. For example, this appropriation funds licenses for several products. One such product cost is \$380,000 annually for the license. If every K-12 school, public library, and higher education institution acquired their own license individually, the cost to the taxpayer (according to the database provider) would exceed \$4.9 million.

The Missouri Research and Education Network (MOREnet) maintains a high-capacity, high speed statewide telecommunications network in the State of Missouri. The Remote Electronic Access for Libraries (REAL) Program is one of the contractual programs for MOREnet.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Mo. Constitution, Article X, Section 10

RSMo Ch. 181 .2

3. Are there federal matching requirements? If yes, please explain.

No

4. Is this a federally mandated program? If yes, please explain.

No

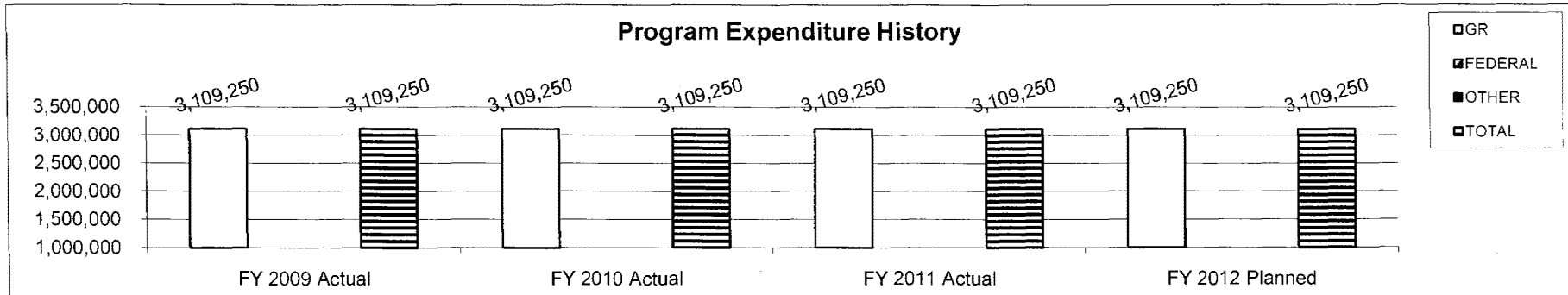
PROGRAM DESCRIPTION

Department: Secretary of State

Program Name: Library Services

Program is found in the following core budget(s): REAL Program

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



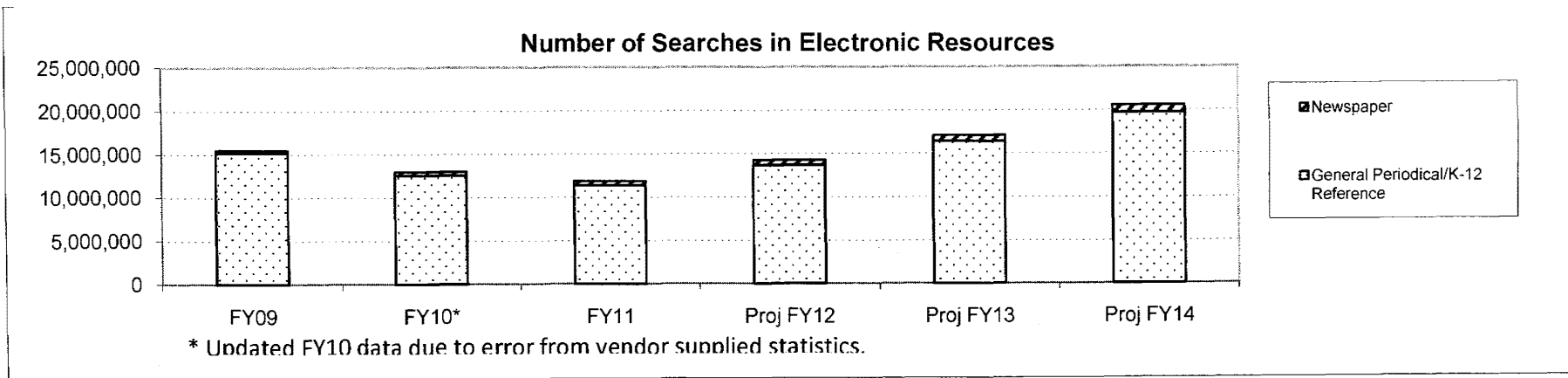
6. What are the sources of the "Other " funds?

None

7a. Provide an effectiveness measure.

Electronic Resource Usage

The electronic resources provided by the REAL Program provide important reference information to citizens throughout the state. Not only are these services heavily used by public libraries, and the citizens they serve, these resources are essential to public school and higher education libraries and classrooms, and the students they serve. Without these shared resources, most public libraries and schools will not be able to afford access to electronic information resources, and the few able to afford to pay for individual access would pay more in total for a lower level of service.



PROGRAM DESCRIPTION

Department: Secretary of State

Program Name: Library Services

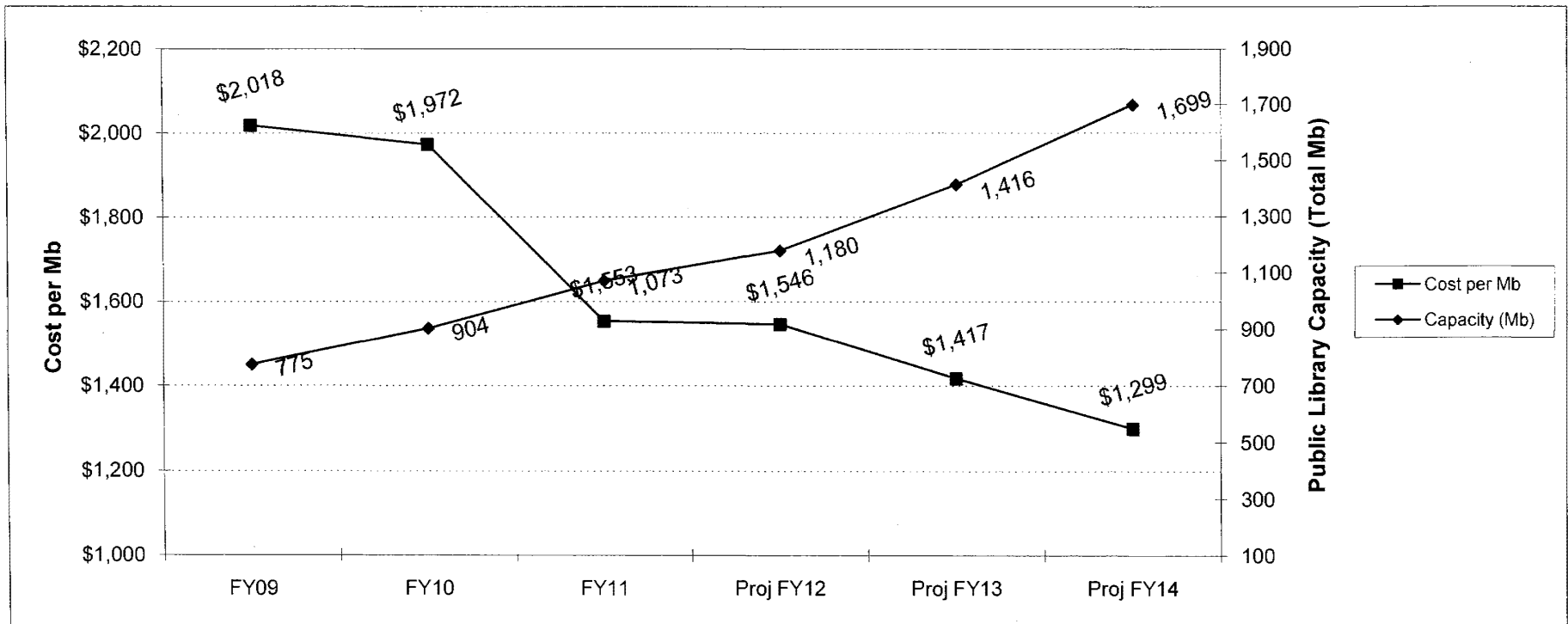
Program is found in the following core budget(s): REAL Program

7b. Provide an efficiency measure.

Demand Growth and Cost Efficiency: Capacity and Cost per Mb

The demand for Internet connectivity at public libraries continues to grow. Additional workstations and greater use of electronic resources and communications by library patrons and staff continue to push capacity demand higher.

By leveraging their collective purchases costs, per Mb are lower than if each library district were to negotiate individually. In addition, the continual pursuit of additional connectivity savings has allowed REAL to meet the continuing demand for additional capacity with existing resources.



PROGRAM DESCRIPTION

Department: Secretary of State

Program Name: Library Services

Program is found in the following core budget(s): REAL Program

7c. Provide the number of clients/individuals served, if applicable.

	FY 2009 ¹	FY 2010 ²	FY 2011 ³	Projected FY 2012	Projected FY 2013	Projected FY 2014
Number of libraries participating*	133	135	134	134	134	134
Total eligible	149	148	147	147	147	147
Percent of eligible library districts	89.3%	91.2%	91.2%	91.2%	91.2%	91.2%

¹ For FY09 Chaffee Public Library was a new member. Brunswick Public Library cancelled membership in FY09.

² For FY10 Advance Community Library, Conran Memorial, and Fisk were new members. Morgan County Library cancelled membership in FY10.

³ Webb City cancelled membership in FY11.

7d. Provide a customer satisfaction measure, if available.

All members contacting technical support for assistance receive an electronic satisfaction survey following the resolution of their issues. This survey asks the member to rate performance in five areas: staff knowledge, effectiveness of solution, timeliness of resolution, staff communication skills, and courteous service. The data shown below is averaged across all public library members, types of assistance, and areas of performance.

	FY 2009	FY 2010	FY 2011	Projected FY 2012	Projected FY 2013	Projected FY 2014
Percent satisfied with help desk service	96.8%	96.5%	97.1%	97.1%	97.1%	97.1%

DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2011	FY 2011	FY 2012	FY 2012	FY 2013	FY 2013	FY 2013	FY 2013	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
LIFT LITERACY PROGRAM									
CORE									
EXPENSE & EQUIPMENT									
GENERAL REVENUE	69,450	0.00	69,450	0.00	69,450	0.00	69,450	0.00	
TOTAL - EE	69,450	0.00	69,450	0.00	69,450	0.00	69,450	0.00	
TOTAL	69,450	0.00	69,450	0.00	69,450	0.00	69,450	0.00	
GRAND TOTAL	\$69,450	0.00	\$69,450	0.00	\$69,450	0.00	\$69,450	0.00	

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23713C
Division	Library Services		
Core -	Literacy Investment for Tomorrow		

1. CORE FINANCIAL SUMMARY

	FY 2013 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	69,450	0	0	69,450
PSD	0	0	0	0
TRF	0	0	0	0
Total	69,450	0	0	69,450
FTE	0.00	0.00	0.00	0.00

Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

	FY 2013 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	69,450	0	0	69,450
PSD	0	0	0	0
TRF	0	0	0	0
Total	69,450	0	0	69,450
FTE	0.00	0.00	0.00	0.00

Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

2. CORE DESCRIPTION

Literacy Investment for Tomorrow (LIFT) - Missouri is the State Literacy Resource Center. LIFT offers Missourians a wide range of literacy-related information, toll-free referrals for learners and tutors, print and web-based resources, and training and technical assistance for librarians and their community constituents, as well as for adult and family literacy programs around the state. LIFT is governed by a statewide Board of Directors and has offices in St. Louis and Kansas City.

3. PROGRAM LISTING (list programs included in this core funding)

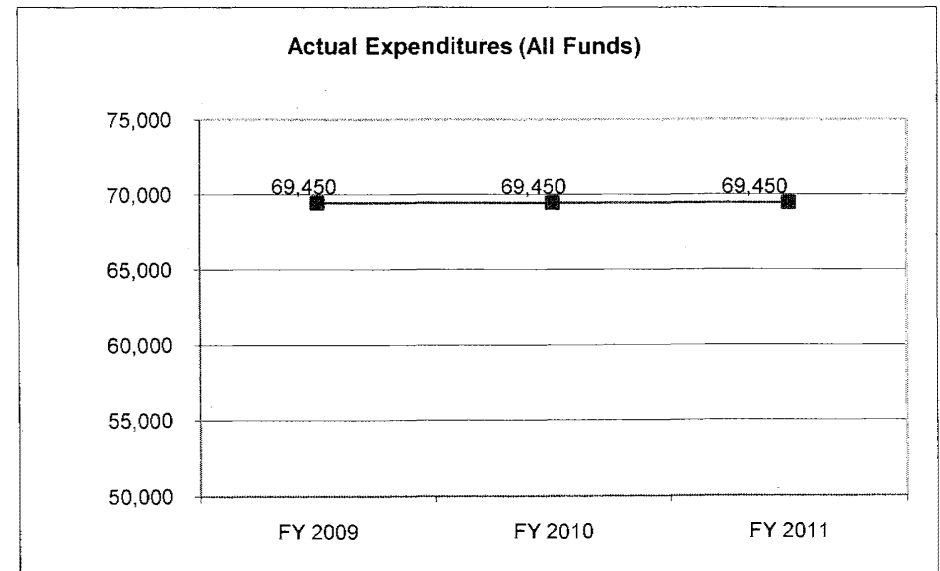
Literacy Investment for Tomorrow (LIFT)

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23713C
Division	Library Services		
Core -	Literacy Investment for Tomorrow		

4. FINANCIAL HISTORY

	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Current Yr.
Appropriation (All Funds)	69,450	69,450	69,450	69,450
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	69,450	69,450	69,450	N/A
Actual Expenditures (All Funds)	69,450	69,450	69,450	N/A
Unexpended (All Funds)	0	0	0	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

CORE RECONCILIATION DETAIL

SECRETARY OF STATE
LIFT LITERACY PROGRAM

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	EE	0.00	69,450	0	0	69,450	
	Total	0.00	69,450	0	0	69,450	
DEPARTMENT CORE REQUEST							
	EE	0.00	69,450	0	0	69,450	
	Total	0.00	69,450	0	0	69,450	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	69,450	0	0	69,450	
	Total	0.00	69,450	0	0	69,450	

DECISION ITEM DETAIL

Budget Unit	FY 2011	FY 2011	FY 2012	FY 2012	FY 2013	FY 2013	FY 2013	FY 2013
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
LIFT LITERACY PROGRAM								
CORE								
PROFESSIONAL SERVICES	69,450	0.00	69,450	0.00	69,450	0.00	69,450	0.00
TOTAL - EE	69,450	0.00	69,450	0.00	69,450	0.00	69,450	0.00
GRAND TOTAL	\$69,450	0.00	\$69,450	0.00	\$69,450	0.00	\$69,450	0.00
GENERAL REVENUE	\$69,450	0.00	\$69,450	0.00	\$69,450	0.00	\$69,450	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00

PROGRAM DESCRIPTION

Department: Secretary of State

Program Name: Library Services

Program is found in the following core budget(s): Literacy Investment for Tomorrow

1. What does this program do?

As Missouri's Literacy Resource Center, LIFT provides one source for literacy resources in Missouri. LIFT provides these information services by:

- operating a toll-free literacy hotline;
- maintaining a website which attracts over 22,000 visitors annually;
- managing literacy training and technical assistance projects for more than 20 years;
- administering multiple statewide projects and meeting stringent accountability measures from state and federal funding sources;
- developing and strengthening collaborative projects, including a wide range of partner agencies and organizations, around issues related to literacy;
- integrating technology into professional development (including web-based resources and distance learning);
- designing and delivering effective evaluation components of projects which meet accountability standards and are used to improve service delivery;
- creating new, research-based professional development opportunities around the issues of improving reading instruction and strengthening literacy programs.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Missouri Revised Statutes 181.021

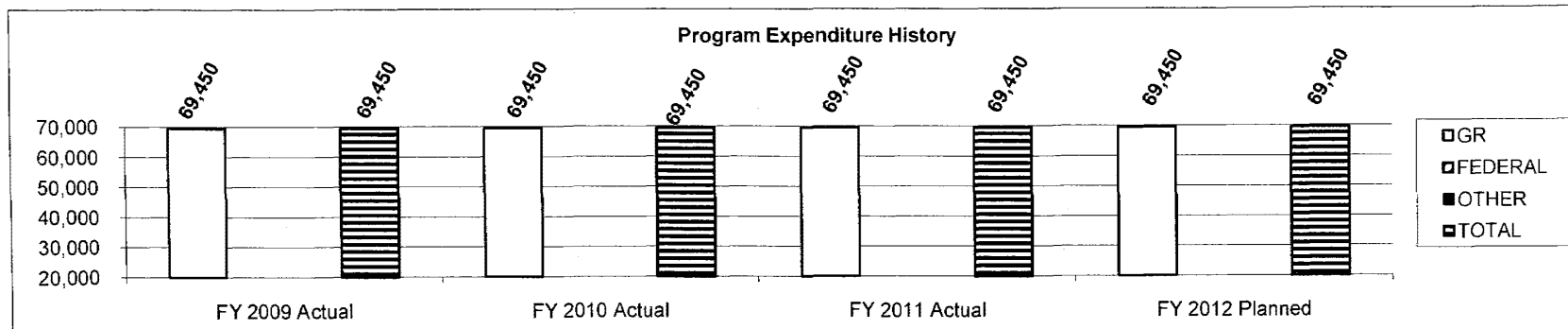
3. Are there federal matching requirements? If yes, please explain.

No

4. Is this a federally mandated program? If yes, please explain.

No

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



PROGRAM DESCRIPTION

Department: Secretary of State

Program Name: Library Services

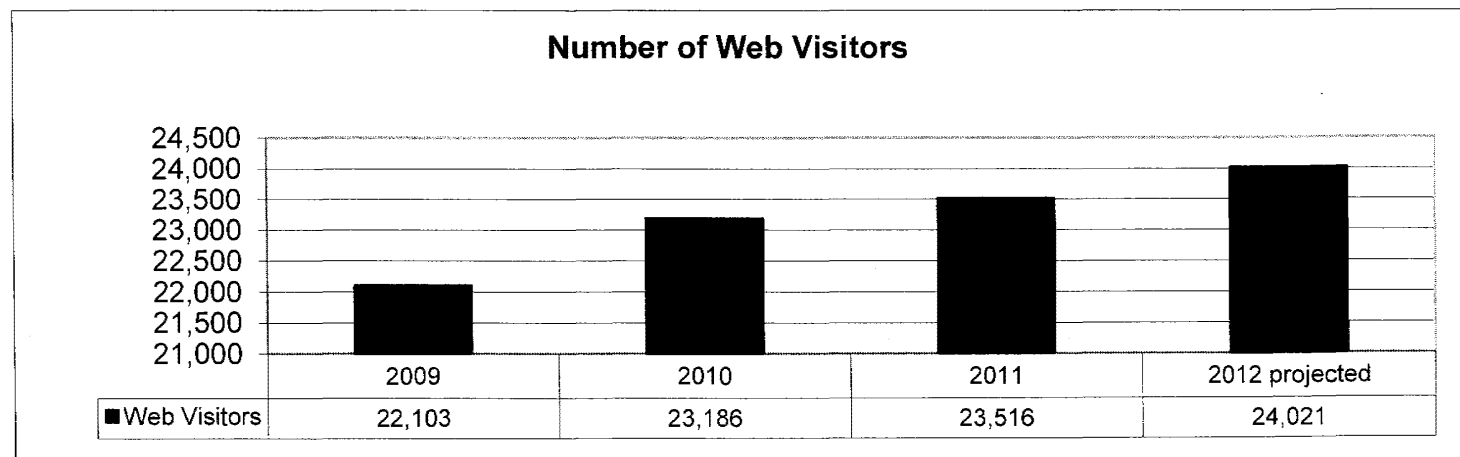
Program is found in the following core budget(s): Literacy Investment for Tomorrow

6. What are the sources of the "Other " funds?

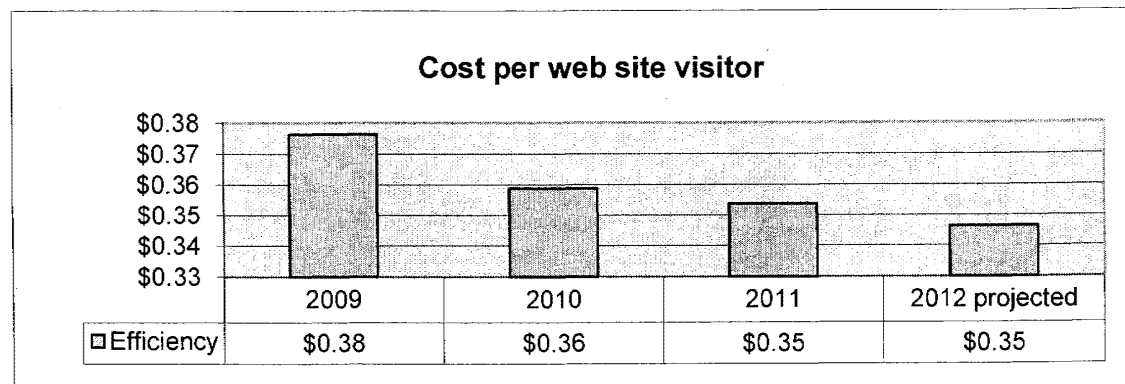
None

7a. Provide an effectiveness measure.

High web site activity demonstrates effectiveness of agency as information provider for users



7b. Provide an efficiency measure.



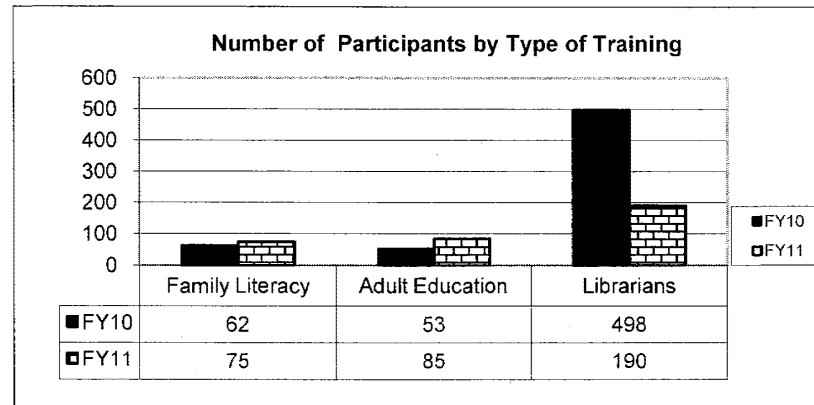
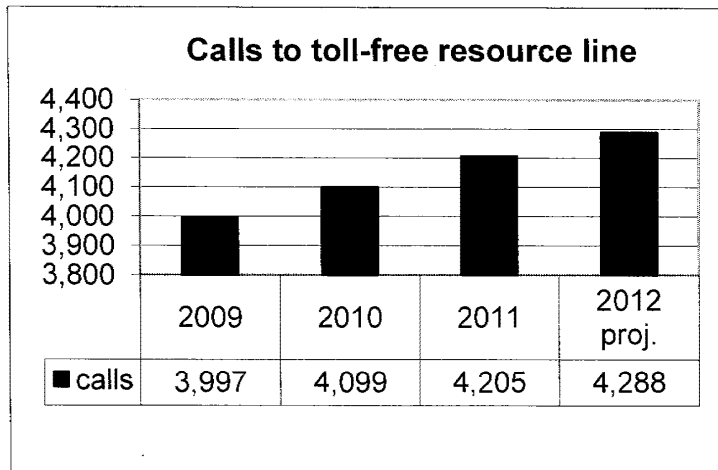
PROGRAM DESCRIPTION

Department: Secretary of State

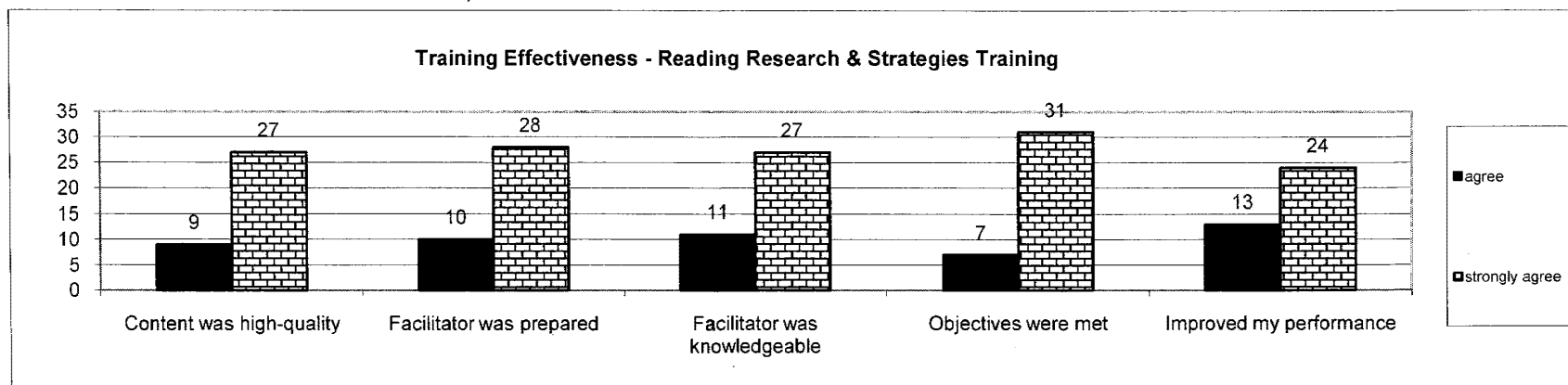
Program Name: Library Services

Program is found in the following core budget(s): Literacy Investment for Tomorrow

7c. Provide the number of clients/individuals served, if applicable.



7d. Provide a customer satisfaction measure, if available.



DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2011	FY 2011	FY 2012	FY 2012	FY 2013	FY 2013	FY 2013	FY 2013	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
FEDERAL AID FOR PUBLIC LIBRAR									
CORE									
EXPENSE & EQUIPMENT									
SEC OF STATE-FEDERAL FUNDS	664,752	0.00	599,999	0.00	631,508	0.00	631,508	0.00	
TOTAL - EE	664,752	0.00	599,999	0.00	631,508	0.00	631,508	0.00	
PROGRAM-SPECIFIC									
SEC OF STATE-FEDERAL FUNDS	2,034,736	0.00	2,150,001	0.00	2,118,492	0.00	2,118,492	0.00	
TOTAL - PD	2,034,736	0.00	2,150,001	0.00	2,118,492	0.00	2,118,492	0.00	
TOTAL	2,699,488	0.00	2,750,000	0.00	2,750,000	0.00	2,750,000	0.00	
GRAND TOTAL	\$2,699,488	0.00	\$2,750,000	0.00	\$2,750,000	0.00	\$2,750,000	0.00	

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CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23722C
Division	Library Services		
Core -	Federal Aid to Public Libraries		

1. CORE FINANCIAL SUMMARY

	FY 2013 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	600,000	0	600,000 E
PSD	0	2,150,000	0	2,150,000 E
TRF	0	0	0	0
Total	0	2,750,000	0	2,750,000 E
FTE	0.00	0.00	0.00	0.00

Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

	FY 2013 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	600,000	0	600,000 E
PSD	0	2,150,000	0	2,150,000 E
TRF	0	0	0	0
Total	0	2,750,000	0	2,750,000 E
FTE	0.00	0.00	0.00	0.00

Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

2. CORE DESCRIPTION

The purpose of the Library Services and Technology Act Fund (LSTA) is to stimulate excellence and promote access to learning and information resources in all types of libraries and for individuals of all ages. Libraries have identified needs to make increased use of technology and train staff and library users in its effective use. This implements the Missouri State Library's long-range plan to use federal funds to develop stronger library services.

3. PROGRAM LISTING (list programs included in this core funding)

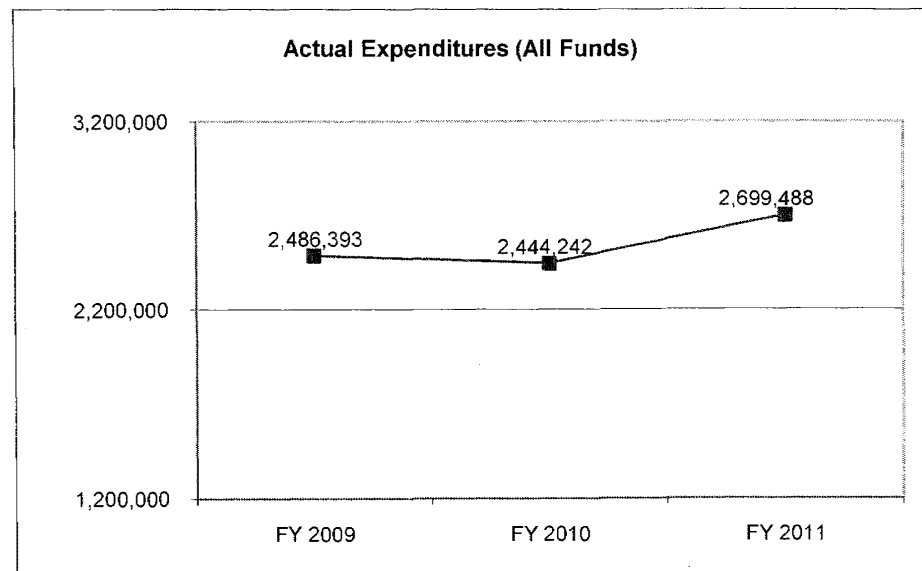
Federal Aid for Public Libraries

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23722C
Division	Library Services		
Core -	Federal Aid to Public Libraries		

4. FINANCIAL HISTORY

	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Current Yr.
Appropriation (All Funds)	2,750,000	2,750,000	2,750,000	2,750,000 E
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	2,750,000	2,750,000	2,750,000	N/A
Actual Expenditures (All Funds)	2,486,393	2,444,242	2,699,488	N/A
Unexpended (All Funds)	263,607	305,758	50,512	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	263,607	305,758	50,512	N/A
Other	0	0	0	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

LSTA funds may be spent over a two year period.

CORE RECONCILIATION DETAIL

SECRETARY OF STATE
FEDERAL AID FOR PUBLIC LIBRAR

5. CORE RECONCILIATION DETAIL

		Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES								
		EE	0.00	0	599,999	0	599,999	
		PD	0.00	0	2,150,001	0	2,150,001	
		Total	0.00	0	2,750,000	0	2,750,000	
DEPARTMENT CORE ADJUSTMENTS								
Core Reallocation	1117 4199	EE	0.00	0	31,509	0	31,509	Re-allocation of budget object classes
Core Reallocation	1117 4199	PD	0.00	0	(31,509)	0	(31,509)	Re-allocation of budget object classes
NET DEPARTMENT CHANGES			0.00	0	0	0	0	
DEPARTMENT CORE REQUEST								
		EE	0.00	0	631,508	0	631,508	
		PD	0.00	0	2,118,492	0	2,118,492	
		Total	0.00	0	2,750,000	0	2,750,000	
GOVERNOR'S RECOMMENDED CORE								
		EE	0.00	0	631,508	0	631,508	
		PD	0.00	0	2,118,492	0	2,118,492	
		Total	0.00	0	2,750,000	0	2,750,000	

DECISION ITEM DETAIL

Budget Unit	FY 2011	FY 2011	FY 2012	FY 2012	FY 2013	FY 2013	FY 2013	FY 2013
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
FEDERAL AID FOR PUBLIC LIBRAR								
CORE								
TRAVEL, IN-STATE	6,508	0.00	32,000	0.00	10,000	0.00	10,000	0.00
TRAVEL, OUT-OF-STATE	0	0.00	1	0.00	1	0.00	1	0.00
SUPPLIES	37,467	0.00	5,998	0.00	40,000	0.00	40,000	0.00
PROFESSIONAL DEVELOPMENT	65,207	0.00	500	0.00	45,000	0.00	45,000	0.00
COMMUNICATION SERV & SUPP	0	0.00	1	0.00	1	0.00	1	0.00
PROFESSIONAL SERVICES	546,426	0.00	524,299	0.00	524,299	0.00	524,299	0.00
M&R SERVICES	0	0.00	1	0.00	1	0.00	1	0.00
COMPUTER EQUIPMENT	0	0.00	1	0.00	1	0.00	1	0.00
MOTORIZED EQUIPMENT	0	0.00	1	0.00	1	0.00	1	0.00
OFFICE EQUIPMENT	0	0.00	1	0.00	1	0.00	1	0.00
OTHER EQUIPMENT	0	0.00	1	0.00	1	0.00	1	0.00
PROPERTY & IMPROVEMENTS	0	0.00	1	0.00	1	0.00	1	0.00
BUILDING LEASE PAYMENTS	0	0.00	1,000	0.00	1,000	0.00	1,000	0.00
EQUIPMENT RENTALS & LEASES	622	0.00	1,201	0.00	1,201	0.00	1,201	0.00
MISCELLANEOUS EXPENSES	8,522	0.00	34,993	0.00	10,000	0.00	10,000	0.00
TOTAL - EE	664,752	0.00	599,999	0.00	631,508	0.00	631,508	0.00
PROGRAM DISTRIBUTIONS	2,034,663	0.00	2,150,000	0.00	2,118,491	0.00	2,118,491	0.00
REFUNDS	73	0.00	1	0.00	1	0.00	1	0.00
TOTAL - PD	2,034,736	0.00	2,150,001	0.00	2,118,492	0.00	2,118,492	0.00
GRAND TOTAL	\$2,699,488	0.00	\$2,750,000	0.00	\$2,750,000	0.00	\$2,750,000	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$2,699,488	0.00	\$2,750,000	0.00	\$2,750,000	0.00	\$2,750,000	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00

PROGRAM DESCRIPTION

Department: Secretary of State

Program Name: Library Services

Program is found in the following core budget(s): Federal Aid for Public Libraries

1. What does this program do?

The purpose of the Library Services and Technology Act Fund (LSTA) is to stimulate excellence and promote access to learning and information resources in all types of libraries and for individuals of all ages, including targeted populations. The Missouri State Library is the State Library Administrative Agency for LSTA funds awarded annually to Missouri. Based on needs identified by Missouri libraries and a formal assessment of the 2003 - 2008 State Five Year Plan, approved by the Institute for Museum and Library Services (IMLS), the federal agency which administers the LSTA funds, the Missouri State Library developed a Five Year Plan for 2008 - 2012. As required, the Plan was approved by the Institute for Museum and Library Services.

To implement the 2008 - 2012 Five Year Plan, the Missouri State Library developed programs to :

1. Support a strong technology infrastructure
2. Provide access to electronic content
3. Provide access to library materials
4. Preserve cultural heritage via digitization
5. Programs to improve library services for all
6. Strengthen reading and homework support
7. Support cooperation to improve services
8. Strengthen and expand services statewide

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Library Services and Technology Act; Public Law 104-208 as amended.

3. Are there federal matching requirements? If yes, please explain.

Yes, states must provide a 34% match in general revenue funding. Funds appropriated for the Remote Electronic Access for Libraries Program provide the match. States are also required to maintain their level of effort of expenditures for libraries purposes, as calculated over a 3-year average.

4. Is this a federally mandated program? If yes, please explain.

All states receive funds under The Museum and Library Services Act of 2003. Funds are calculated by formula under the law and reserved to the states.

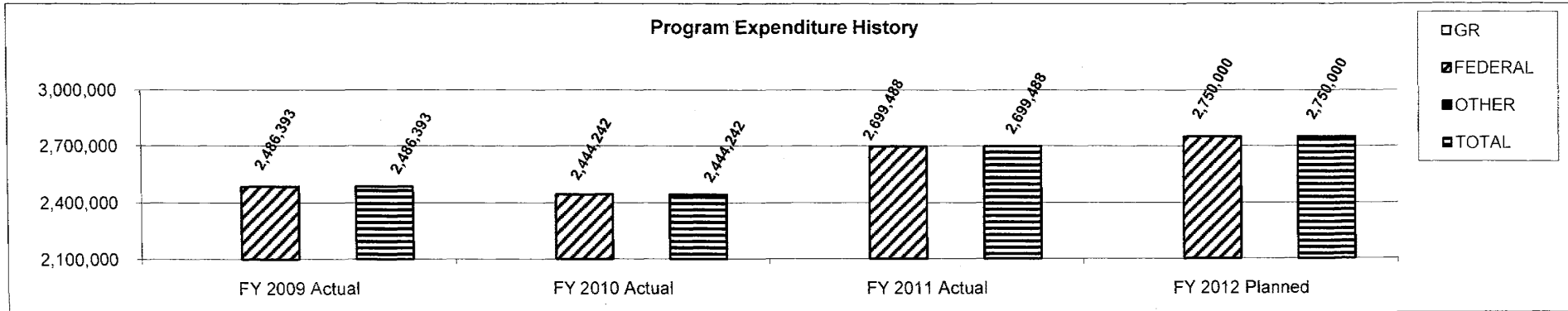
PROGRAM DESCRIPTION

Department: Secretary of State

Program Name: Library Services

Program is found in the following core budget(s): Federal Aid for Public Libraries

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



6. What are the sources of the "Other " funds?

7a. Provide an effectiveness measure.

All grant applications require detailed evaluation plans. For FY11, 132 of 158 grant applications were awarded LSTA funding. This indicates most libraries submitting applications were able to follow grant guidelines and propose projects that met requirements for appropriate use of funds in their communities. Grantees are required to report impact of their individual projects, and describe how services are improved through acquisition of up to date technology, or programs to reach populations with difficulty using libraries due to transportation or other barriers.

7b. Provide an efficiency measure.

New project managers and others needing to be updated on grant guidelines participated in training sessions to increase their understanding of requirements for grant management. Libraries participating in training exhibit better compliance with reporting deadlines and providing information needed to document grant activity.

PROGRAM DESCRIPTION

Department: Secretary of State

Program Name: Library Services

Program is found in the following core budget(s): Federal Aid for Public Libraries

7c. Provide the number of clients/individuals served, if applicable.

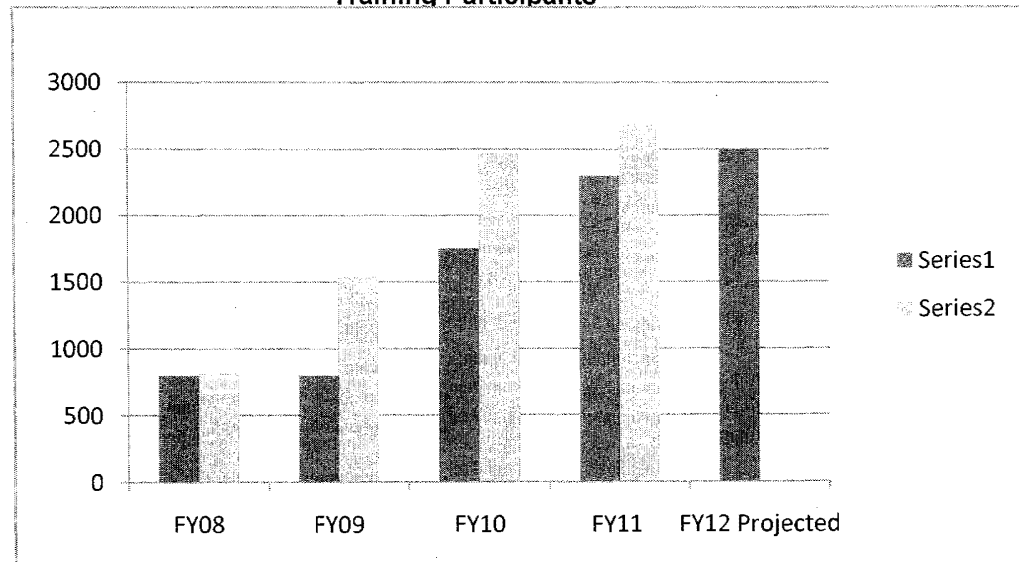
Number of library staff participating in continuing education activities

	Projected	Actual
FY08	800	814
FY09	800	1,542
FY10	1,750	2,464
FY11	2,300	2695
FY12	2,500	

7d. Provide a customer satisfaction measure, if available.

Library staff give consistently high ratings to training provided, whether in person or online.

Training Participants



DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2011	FY 2011	FY 2012	FY 2012	FY 2013	FY 2013	FY 2013	FY 2013	
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	
LIBRARY NETWORKING FUND									
CORE									
EXPENSE & EQUIPMENT									
LIBRARY NETWORKING FUND	14,934	0.00	25,001	0.00	25,001	0.00	25,001	0.00	
TOTAL - EE	14,934	0.00	25,001	0.00	25,001	0.00	25,001	0.00	
PROGRAM-SPECIFIC									
LIBRARY NETWORKING FUND	354,999	0.00	424,999	0.00	424,999	0.00	424,999	0.00	
TOTAL - PD	354,999	0.00	424,999	0.00	424,999	0.00	424,999	0.00	
TOTAL	369,933	0.00	450,000	0.00	450,000	0.00	450,000	0.00	
Library Networking Fund Increa - 1231003									
PROGRAM-SPECIFIC									
LIBRARY NETWORKING FUND	0	0.00	0	0.00	3,141,000	0.00	100,000	0.00	
TOTAL - PD	0	0.00	0	0.00	3,141,000	0.00	100,000	0.00	
TOTAL	0	0.00	0	0.00	3,141,000	0.00	100,000	0.00	
GRAND TOTAL	\$369,933	0.00	\$450,000	0.00	\$3,591,000	0.00	\$550,000	0.00	

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CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23727C
Division	Library Services		
Core -	Library Networking Fund		

1. CORE FINANCIAL SUMMARY

	FY 2013 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	25,001	25,001 E
PSD	0	0	424,999	424,999 E
TRF	0	0	0	0
Total	<u>0</u>	<u>0</u>	<u>450,000</u>	<u>450,000 E</u>
FTE	0.00	0.00	0.00	0.00

Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Library Networking Fund (0822)

	FY 2013 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	25,001	25,001 E
PSD	0	0	424,999	424,999 E
TRF	0	0	0	0
Total	<u>0</u>	<u>0</u>	<u>450,000</u>	<u>450,000 E</u>
FTE	0.00	0.00	0.00	0.00

Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

2. CORE DESCRIPTION

Ten percent of the estimated revenues of the income tax on out-of-state athletes and entertainers is entitled to be transferred to the Library Networking Fund for distribution to public libraries for purchase of library materials to meet Missouri citizens' needs for accurate and reliable information (143.183 RSMo). Gifts, contributions, or bequests from federal, private, or other sources may also be deposited to the Library Networking Fund (182.812 RSMo) and used according to the purposes of the gift. Special reporting categories are put in place to track all expenditures. Interest accrued to the Library Networking Fund may also be spent for the purposes of the fund.

3. PROGRAM LISTING (list programs included in this core funding)

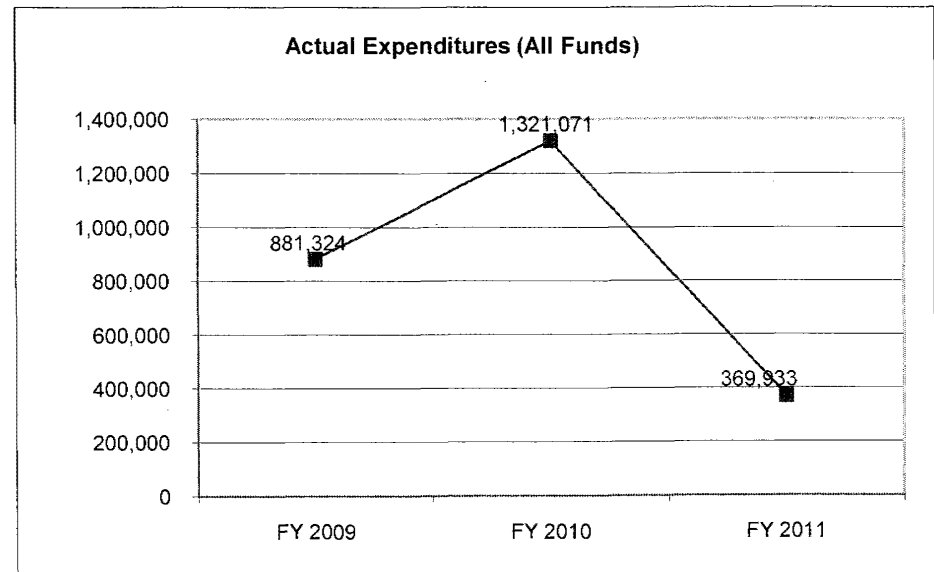
Library Networking Fund

CORE DECISION ITEM

Department	Secretary of State	Budget Unit	23727C
Division	Library Services		
Core -	Library Networking Fund		

4. FINANCIAL HISTORY

	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Current Yr.
Appropriation (All Funds)	2,250,001	4,507,501	950,000	450,000 E
Less Reverted (All Funds)	0	0	0	N/A
Budget Authority (All Funds)	2,250,001	4,507,501	950,000	N/A
Actual Expenditures (All Funds)	881,324	1,321,071	369,933	N/A
Unexpended (All Funds)	1,368,677	3,186,430	580,067	N/A
Unexpended, by Fund:				
General Revenue	0	0	0	N/A
Federal	0	0	0	N/A
Other	1,368,677	3,186,430	580,067	N/A



Reverted includes Governor's standard 3 percent reserve (when applicable) and any extraordinary expenditure restrictions.

NOTES:

An NDI was completed in FY11 for \$1,542,500
However, the associated Library Networking Fund Transfer NDI was not funded.

CORE RECONCILIATION DETAIL

SECRETARY OF STATE
LIBRARY NETWORKING FUND

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	EE	0.00	0	0	25,001	25,001	
	PD	0.00	0	0	424,999	424,999	
	Total	0.00	0	0	450,000	450,000	
DEPARTMENT CORE REQUEST							
	EE	0.00	0	0	25,001	25,001	
	PD	0.00	0	0	424,999	424,999	
	Total	0.00	0	0	450,000	450,000	
GOVERNOR'S RECOMMENDED CORE							
	EE	0.00	0	0	25,001	25,001	
	PD	0.00	0	0	424,999	424,999	
	Total	0.00	0	0	450,000	450,000	

DECISION ITEM DETAIL

Budget Unit	FY 2011	FY 2011	FY 2012	FY 2012	FY 2013	FY 2013	FY 2013	FY 2013
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
LIBRARY NETWORKING FUND								
CORE								
TRAVEL, IN-STATE	1,475	0.00	1,500	0.00	1,500	0.00	1,500	0.00
TRAVEL, OUT-OF-STATE	0	0.00	1,500	0.00	1,500	0.00	1,500	0.00
SUPPLIES	0	0.00	1,501	0.00	1,501	0.00	1,501	0.00
PROFESSIONAL DEVELOPMENT	175	0.00	1,500	0.00	1,500	0.00	1,500	0.00
COMMUNICATION SERV & SUPP	0	0.00	1,500	0.00	1,500	0.00	1,500	0.00
PROFESSIONAL SERVICES	12,996	0.00	1,500	0.00	1,500	0.00	1,500	0.00
M&R SERVICES	0	0.00	1,500	0.00	1,500	0.00	1,500	0.00
COMPUTER EQUIPMENT	0	0.00	1,500	0.00	1,500	0.00	1,500	0.00
MOTORIZED EQUIPMENT	0	0.00	1,500	0.00	1,500	0.00	1,500	0.00
OFFICE EQUIPMENT	0	0.00	1,500	0.00	1,500	0.00	1,500	0.00
OTHER EQUIPMENT	0	0.00	1,500	0.00	1,500	0.00	1,500	0.00
PROPERTY & IMPROVEMENTS	0	0.00	1,500	0.00	1,500	0.00	1,500	0.00
BUILDING LEASE PAYMENTS	288	0.00	0	0.00	0	0.00	0	0.00
EQUIPMENT RENTALS & LEASES	0	0.00	1,500	0.00	1,500	0.00	1,500	0.00
MISCELLANEOUS EXPENSES	0	0.00	5,500	0.00	5,500	0.00	5,500	0.00
TOTAL - EE	14,934	0.00	25,001	0.00	25,001	0.00	25,001	0.00
PROGRAM DISTRIBUTIONS	349,129	0.00	424,999	0.00	424,999	0.00	424,999	0.00
REFUNDS	5,870	0.00	0	0.00	0	0.00	0	0.00
TOTAL - PD	354,999	0.00	424,999	0.00	424,999	0.00	424,999	0.00
GRAND TOTAL	\$369,933	0.00	\$450,000	0.00	\$450,000	0.00	\$450,000	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$369,933	0.00	\$450,000	0.00	\$450,000	0.00	\$450,000	0.00

PROGRAM DESCRIPTION

Department: Secretary of State, Library Services

Program Name: Library Networking Fund

Program is found in the following core budget(s): Library Networking Fund

1. What does this program do?

This program provides funds to Missouri public libraries for books, audio, video, and other information materials to meet citizens' needs for learning and authoritative information. In fields where information changes rapidly, such as health, sciences, business, and consumer information, new items must be purchased regularly to avoid incorrect and sometimes harmful information. Families need interesting, well-written, attractive materials to develop children's interest in reading and learning. Reading aloud to young children has been found to be a major factor in later reading achievement. All families need access to picture books and learning materials for their children, whether or not they can afford to purchase them. Many adults find accurate, reliable information in their local libraries. Information in rapidly changing fields such as health and consumer information will be accessed to make informed decisions, search for jobs, plan career changes, and inform themselves as citizens. In accordance with 143.183 RSMo, ten percent of the annual estimate of taxes generated from the nonresident entertainer and professional athletic team income tax is to be allocated and transferred to the Library Networking Fund for distribution to public libraries. In addition, gifts, contributions and bequests from federal, private, or other sources may also be deposited to the Library Networking Fund and used according to the purpose of the gift. Interest accrued to the Library Networking Fund may also be spent for the purposes of the fund.

2. What is the authorization for this program, i.e., federal or state statute, etc.? (Include the federal program number, if applicable.)

Sections 143.183 RSMo (professional athletes and entertainers income tax), 182.812 RSMo (Library Networking Fund) and 181.021 RSMo (State Library)

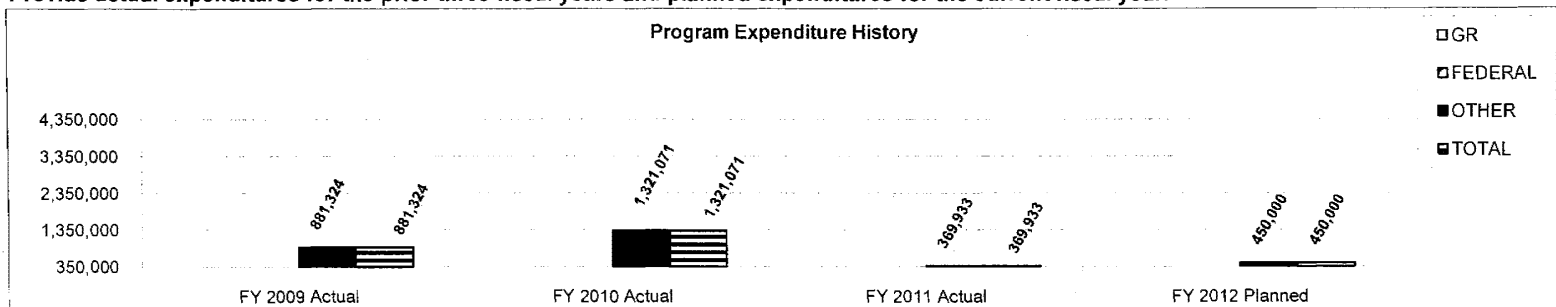
3. Are there federal matching requirements? If yes, please explain.

No

4. Is this a federally mandated program? If yes, please explain.

No

5. Provide actual expenditures for the prior three fiscal years and planned expenditures for the current fiscal year.



PROGRAM DESCRIPTION

Department: Secretary of State, Library Services

Program Name: Library Networking Fund

Program is found in the following core budget(s): Library Networking Fund

6. What are the sources of the "Other " funds?

Private donations and grants

7a. Provide an effectiveness measure.

The payments to public libraries from the Non-Resident Athletes and Entertainers Income Tax fund allows more public libraries to meet the standards for size of collection as determined in the Missouri Public Library Standards.

7b. Provide an efficiency measure.

Missouri ranked 14th among all states in per capita usage of library materials in FY2009

7c. Provide the number of clients/individuals served, if applicable.

	2007	2008	2009	2010
Eligible library districts	167	168	167	164
Population	5,119,955	5,121,732	5,121,199	5,124,595
Materials circulated	47,691,102	47,986,846	51,212,910	54,118,676
per capita	9.3	9.4	10.0	10.6

7d. Provide a customer satisfaction measure, if available.

DECISION ITEM SUMMARY

Budget Unit								
Decision Item	FY 2011	FY 2011	FY 2012	FY 2012	FY 2013	FY 2013	FY 2013	FY 2013
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
LIBRARY NETWORKING-TRANSFER								
Library Networkg Fund Tr Incr - 1231004								
FUND TRANSFERS								
GENERAL REVENUE	0	0.00	0	0.00	3,141,000	0.00	100,000	0.00
TOTAL - TRF	0	0.00	0	0.00	3,141,000	0.00	100,000	0.00
TOTAL	0	0.00	0	0.00	3,141,000	0.00	100,000	0.00
GRAND TOTAL	\$0	0.00	\$0	0.00	\$3,141,000	0.00	\$100,000	0.00

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NEW DECISION ITEM
RANK: 7 OF 8

Department: Missouri State Library	Budget Unit 23727C
Division: Library Development	
DI Name: Library Networking Fund Increase	DI# 1231004

1. AMOUNT OF REQUEST

	FY 2013 Budget Request			
	GR	Federal	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	3,141,000	3,141,000 E
TRF	0	0	0	0
Total	0	0	3,141,000	3,141,000 E

FTE	0.00	0.00	0.00	0.00
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Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: Library Networking

	FY 2013 Governor's Recommendation			
	GR	Fed	Other	Total
PS	0	0	0	0
EE	0	0	0	0
PSD	0	0	100,000	100,000 E
TRF	0	0	0	0
Total	0	0	100,000	100,000 E

FTE	0.00	0.00	0.00	0.00
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Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds:

2. THIS REQUEST CAN BE CATEGORIZED AS:

<input type="checkbox"/> New Legislation	<input type="checkbox"/> New Program	<input type="checkbox"/> Fund Switch
<input type="checkbox"/> Federal Mandate	<input type="checkbox"/> Program Expansion	<input type="checkbox"/> Cost to Continue
<input type="checkbox"/> GR Pick-Up	<input type="checkbox"/> Space Request	<input type="checkbox"/> Equipment Replacement
<input type="checkbox"/> Pay Plan	<input checked="" type="checkbox"/> Other: Restoration of Statutory Program	

3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.

State statute (143.183 RSMo), requires the transfer of 10% of the estimated revenues generated by the income tax on out-of-state athletes and entertainers to the Library Networking Fund for distribution to public libraries for purchase of library materials to meet Missouri citizen needs for accurate and reliable information. In addition, gifts, grants, contributions, or bequests from federal, private, or other sources may also be deposited to the Library Networking Fund (RSMo182.812) and used according to the purposes of the gift or grant. Special reporting categories are put in place to track all expenditures. Interest accrued to the Library Networking Fund may also be spent for the purposes of the fund.

NEW DECISION ITEM
RANK: 7 OF 8

Department: Missouri State Library	Budget Unit <u>23727C</u>
Division: Library Development	
DI Name: Library Networking Fund Increase	DI#1231004

Missouri public libraries that met eligibility requirements received Gates Foundation grant funds to increase access to computer services for their communities. The amount of the grants was determined through an application process. Each library district is required to provide local matching funds and meet other requirements. The State Library serves as the administrator for the subgrants to the public library districts.

4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)

Each year the Dept. of Revenue is required to estimate the amount of revenue generated by the income tax on out-of-state athletes and entertainers. The increase requested is due to estimated receipts from the tax on nonresidents out-of-state athletes and entertainers.

5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.

Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS
							0	0.0	
							0	0.0	
Total PS	0	0.0	0	0.0	0	0.0	0	0.0	0
							0		
Total EE	0		0		0		0		0
Program Distributions BOBC 800					3,141,000		3,141,000		
Total PSD	0		0		3,141,000		3,141,000		0
Transfers									
Total TRF	0		0		0		0		0
Grand Total	0	0.0	0	0.0	3,141,000	0.0	3,141,000	0.0	0

NEW DECISION ITEM
RANK: 7 OF 8

Department: <u>Missouri State Library</u>	Budget Unit <u>23727C</u>
Division: <u>Library Development</u>	
DI Name: <u>Library Networking Fund Increase</u>	DI# <u>1231004</u>

Budget Object Class/Job Class	Gov Rec GR DOLLARS	Gov Rec GR FTE	Gov Rec FED DOLLARS	Gov Rec FED FTE	Gov Rec OTHER DOLLARS	Gov Rec OTHER FTE	Gov Rec TOTAL DOLLARS	Gov Rec TOTAL FTE	Gov Rec One-Time DOLLARS
							0	0.0	
							0	0.0	
Total PS	0	0.0	0	0.0	0	0.0	0	0.0	0
							0		
							0		
							0		
							0		
Total EE	0		0		0		0		0
Program Distributions BOBC 800					100,000		100,000		
Total PSD	0		0		100,000		100,000		0
Transfers									
Total TRF	0		0		0		0		0
Grand Total	0	0.0	0	0.0	100,000	0.0	100,000	0.0	0

6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional funding.)

NEW DECISION ITEM
RANK: 7 **OF** 8

Department: Missouri State Library	Budget Unit <u>23727C</u>
Division: Library Development	
DI Name: Library Networking Fund Increase	DI# 1231004

6a. Provide an effectiveness measure.

Payments made to public libraries from the Non-Resident Athletes and Entertainers income Tax fund will allow more public libraries to meet the standards for size of collection as determined in the Missouri Public Library Standards.

6b. Provide an efficiency measure.

Number of books and materials added to library collections based on average cost of \$30 per item

	2008	2009	2010
Fund	\$800,000	\$873,000	\$680,000
No. of books	26,667	29,100	22,667

6c. Provide the number of clients/individuals served, if applicable.

5,124,595 residents of Missouri's 165 library districts.

6d. Provide a customer satisfaction measure, if available.

7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:

Materials expenditures are tracked and will be used in comparison with historical data to gauge collection growth and compliance with the Missouri Public Library Standards.

DECISION ITEM DETAIL

Budget Unit	FY 2011	FY 2011	FY 2012	FY 2012	FY 2013	FY 2013	FY 2013	FY 2013
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
LIBRARY NETWORKING FUND								
Library Networking Fund Increa - 1231003								
PROGRAM DISTRIBUTIONS	0	0.00	0	0.00	3,141,000	0.00	100,000	0.00
TOTAL - PD	0	0.00	0	0.00	3,141,000	0.00	100,000	0.00
GRAND TOTAL	\$0	0.00	\$0	0.00	\$3,141,000	0.00	\$100,000	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$3,141,000	0.00	\$100,000	0.00

NEW DECISION ITEM
RANK: 8 OF 8

Department: Missouri State Library					Budget Unit 23728C				
Division: Library Development									
DI Name: Library Networking Fund Transfer Increase					DI#1231007				
1. AMOUNT OF REQUEST									
	FY 2013 Budget Request					FY 2013 Governor's Recommendation			
	GR	Federal	Other	Total		GR	Fed	Other	Total
PS	0	0	0	0	PS	0	0	0	0
EE	0	0	0	0	EE	0	0	0	0
PSD	0	0	0	0	PSD	0	0	0	0
TRF	3,141,000	0	0	3,141,000	TRF	100,000	0	0	100,000
Total	3,141,000	0	0	3,141,000	Total	100,000	0	0	100,000
FTE	0.00	0.00	0.00	0.00	FTE	0.00	0.00	0.00	0.00
Est. Fringe	0	0	0	0	Est. Fringe	0	0	0	0
<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>					<i>Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.</i>				
Other Funds: Library Networking					Other Funds:				
2. THIS REQUEST CAN BE CATEGORIZED AS:									
<input type="checkbox"/> New Legislation			<input type="checkbox"/> New Program			<input type="checkbox"/> Fund Switch			
<input type="checkbox"/> Federal Mandate			<input type="checkbox"/> Program Expansion			<input type="checkbox"/> Cost to Continue			
<input type="checkbox"/> GR Pick-Up			<input type="checkbox"/> Space Request			<input type="checkbox"/> Equipment Replacement			
<input type="checkbox"/> Pay Plan			<input checked="" type="checkbox"/> Other: Restoration of Statutory Program						
3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.									
<p>State statute (143.183 RSMo), requires the transfer of 10% of the estimated revenues generated by the income tax on out-of-state athletes and entertainers to the Library Networking Fund for distribution to public libraries for purchase of library materials to meet Missouri citizen needs for accurate and reliable information. In addition, gifts, grants, contributions, or bequests from federal, private, or other sources may also be deposited to the Library Networking Fund (RSMo182.812) and used according to the purposes of the gift or grant. Special reporting categories are put in place to track all expenditures. Interest accrued to the Library Networking Fund may also be spent for the purposes of the fund.</p>									

NEW DECISION ITEM
RANK: 8 OF 8

Department: Missouri State Library	Budget Unit 23728C								
Division: Library Development									
DI Name: Library Networking Fund Transfer Increase	DI# 1231007								
<p>Missouri public libraries that met eligibility requirements received Gates Foundation grant funds to increase access to computer services for their communities. The amount of the grants was determined through an application process. Each library district is required to provide local matching funds and meet other requirements. The State Library serves as the administrator for the subgrants to the public library districts.</p>									
<p>4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)</p>									
<p>Each year the Dept. of Revenue is required to estimate the amount of revenue generated by the income tax on out-of-state athletes and entertainers. The increase requested is due to estimated receipts from the tax on nonresidents out-of-state athletes and entertainers.</p>									
<p>5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.</p>									
Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS
							0	0.0	
							0	0.0	
Total PS	0	0.0	0	0.0	0	0.0	0	0.0	0
							0		
							0		
							0		
Total EE	0		0		0		0		0
Program Distributions BOBC 800					0		0		
Total PSD	0		0		0		0		0
Transfers	3,141,000				0		3,141,000		
Total TRF	3,141,000		0		0		3,141,000		0
Grand Total	3,141,000	0.0	0	0.0	0	0.0	3,141,000	0.0	0

NEW DECISION ITEM
RANK: 8 OF 8

Department: Missouri State Library		Budget Unit 23728C							
Division: Library Development									
DI Name: Library Networking Fund Transfer Increase		DI#1231007							
Budget Object Class/Job Class	Gov Rec GR DOLLARS	Gov Rec GR FTE	Gov Rec FED DOLLARS	Gov Rec FED FTE	Gov Rec OTHER DOLLARS	Gov Rec OTHER FTE	Gov Rec TOTAL DOLLARS	Gov Rec TOTAL FTE	Gov Rec One-Time DOLLARS
							0	0.0	
							0	0.0	
Total PS	0	0.0	0	0.0	0	0.0	0	0.0	0
							0		
							0		
							0		
Total EE	0		0		0		0		0
Program Distributions BOBC 800					0		0		
Total PSD	0		0		0		0		0
Transfers	100,000						100,000		
Total TRF	100,000		0		0		100,000		0
Grand Total	100,000	0.0	0	0.0	0	0.0	100,000	0.0	0

NEW DECISION ITEM
RANK: 8 **OF** 8

Department: <u>Missouri State Library</u>	Budget Unit <u>23728C</u>
Division: <u>Library Development</u>	
DI Name: <u>Library Networking Fund Transfer Increase</u> DI# <u>1231007</u>	

6. PERFORMANCE MEASURES (If new decision item has an associated core, separately identify projected performance with & without additional funding.)

6a. Provide an effectiveness measure.

Payments made to public libraries from the Non-Resident Athletes and Entertainers income Tax fund will allow more public libraries to meet the standards for size of collection as determined in the Missouri Public Library Standards.

6b. Provide an efficiency measure.

Number of books and materials added to library collections based on average cost of \$30 per item

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Fund	\$800,000	\$873,000	\$680,000
No. of books	26,667	29,100	22,667

6c. Provide the number of clients/individuals served, if applicable.

5,124,595 residents of Missouri's 165 library districts.

6d. Provide a customer satisfaction measure, if available.

7. STRATEGIES TO ACHIEVE THE PERFORMANCE MEASUREMENT TARGETS:

Materials expenditures are tracked and will be used in comparison with historical data to gauge collection growth and compliance with the Missouri Public Library Standards.

DECISION ITEM DETAIL

Budget Unit	FY 2011	FY 2011	FY 2012	FY 2012	FY 2013	FY 2013	FY 2013	FY 2013
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
LIBRARY NETWORKING-TRANSFER								
Library Networkg Fund Tr Incr - 1231004								
TRANSFERS OUT	0	0.00	0	0.00	3,141,000	0.00	100,000	0.00
TOTAL - TRF	0	0.00	0	0.00	3,141,000	0.00	100,000	0.00
GRAND TOTAL	\$0	0.00	\$0	0.00	\$3,141,000	0.00	\$100,000	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$3,141,000	0.00	\$100,000	0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00